

# INSTITUTIONAL EFFECTIVENESS & ACCREDITATION COUNCIL MEETING (Wednesday, September 12, 2018)

Generated by Gina Jason on Wednesday, September 12, 2018

## Members present

Sarah Shepard, Arkady Hanjiev, Andrea R Pulido, Francisco Banuelos, Anita Bart, Matthew Magnuson, Kyle Crider, Eric A Mendoza, Javier Cazares, Brian Boomer, Hugo Layna

### 1. Call Meeting to Order

1. By: B. Thames @
2. Changes to the Agenda- none

### 2. Review Minutes from Previous Meeting

1. August 28, 2018 Minutes- Motion to approve by A. Pulido, second by S. Shepard, ALL Yea 0 Nay 0 Abstain

### 3. Accreditation Follow-Up Report

1. B. Thames reported that this Friday is the last day for input. Report will be sent to D. Isaac 9.18.18 for board approval. B. Thames and A. Pulido will do final reviews keeping K. Crider abreast of any additions and or changes.

### 4. Institutional Effectiveness

1. Committee Membership- B. Thames

1. Discussion regarding what is the lineup of committees and standards to bring clarity to the representative's roles and micro standard connections to committees with any dual reps to be vetted at the crosswalk.

- Administrative Chair (Non-Voting)- Brenda Thames
- Accreditation Liaison Officer- Francisco Banuelos
- Academic Senate Rep- Jeff Wanderer
- Curriculum Rep- Sarah Shepard
- Student Learning Outcomes Committee Rep- Arkady Hanjiev
- Student Services Outcomes Committee Rep- Javier Cazares
- Administrative Unit Outcomes Committee Rep- Bertha Felix-Mata
- ~~Institutional Learning Outcomes Committee Rep- Arkady Hanjiev~~ **NOTE**- Send to College Council requesting revision of name to OUTCOMES Committee rep- Brian Boomer
- Budget Resources Committee Rep- Francisco Banuelos
- Program Review Committee Rep- Francisco Banuelos will meet with committee to determine a replacement representative
- Professional Development Committee Rep- Eric Mendoza
- Student Success Committee Rep- Nicholas Andrews
- Institutional Researcher- Kyle Crider
- Classified Representative- Andrea Pulido
- Student- Hugo Layna

2. Consensus is to crosswalk the standards to the governance committee by S. Shepard. She will bring a first draft to the 10.24.18 IEAC meeting. A. Hanjiev volunteered to assist her.

#### 2. 2018 ILO Recommendations- A. Hanjiev

1. Discussion on reasons committees weren't meeting and administrative turnover. From now on this report will be submitted to IEAC every 2 years...next due Fall 2020.

#### 2. Attachment: 2012 - ILO Final Report

1. Motion to approve with the idea of developing actions items at the next meeting by S. Shepard, second by A. Bart, ALL Yea 0 Nay 0 Abstain

#### 3. Attachment: 2018 - ILO Recommendations Committee Final

1. IEAC will take action on recommendations at next meeting

3. IEAC Evaluation Survey Review
4. IEAC Annual Report
5. Institution Set Standards- K. Crider
6. Partnership Resource Team (PRT) Visits- B. Thames

### 5. Informational

1. College Council Report- [College Council Meetings Link](#)
2. Team Sites- C. Posadas
  1. C. Posadas presented on the status of the Web Task Force and its progress regarding the redesign of the staff portal inventorying what is inside and outside of the portal like Microsoft Office. The ultimate

objective is to develop an Intranet. He explained that the Portal isn't a public domain while the Intranet can be. A. Pulido is the rep for IEAC on the Web Task Force and will report official status updates to IEAC. C. Posadas opened the WHCCD Web Services team site to all so status can be checked individually as well. Discussion regarding what exactly is required of us to post publically beyond agendas and minutes as well as updates to the current public pages...C. Posadas recommends clicking "Provide Feedback" when we want things updated. Consensus...Each governance committee should at the very least have this information:

- Name
- Mission Statement
- Link to agendas & minutes
- Contact

IEAC Committee members will research what else should be added to the public web pages (besides agendas and minutes). An update will be provided to C. Posadas that includes:

- Committees that will stay off the public web site
- The governance manual mission
- Membership
- Committee meeting dates with times and location
- Agendas & minutes- once BoardDocs is public
- Link to course outlines in Ellumen- for Curriculum Committee
- A. Hanjiev will research if a public link could be added for SLO's

C. Posadas will send regulatory items to G. Jason so the IEAC Committee can work on how they want it to look.

IEAC Committee will review regulation items & board policy, determine what is internal & external then send back to C. Posadas for the Web Task Force to update.

#### 6. Other Items

##### 1. IEAC Meeting Dates- Committee

FALL 2018- Wednesday's 8am-10am- September 26<sup>th</sup>  
October 10<sup>th</sup>, October 24<sup>th</sup>, November 7<sup>th</sup>, November 14<sup>th</sup>, November 28<sup>th</sup>, December 12<sup>th</sup>  
SPRING 2019- same as College Council with 1<sup>st</sup> meeting January 16, 2019 9am-11am

##### 2. Additional information

- ACCJC to be a standing agenda item
- Encourage committee site visits
- Review ACCJC action reports

1. **Next Meeting:** Tuesday, September 18, 2018- 10AM - 12PM (R10)

2. **Adjournment By:** B. Thames @ 11:13am

3. **Minutes Taken By:** G. Jason