

INSTITUTIONAL EFFECTIVENESS & ACCREDITATION COUNCIL MEETING (Friday, April 27, 2018)

Generated by Andrea R Pulido on Friday, April 27, 2018

Members present

Sarah Shepard, Arkady Hanjiev, Andrea R Pulido, Bertha Felix Mata, Mark Gritton, Francisco Banuelos, Robert Pimentel, Anita Bart, Matthew Magnuson, Kyle Crider, Nicholas Andrews, Mark Matteson, Eric A Mendoza

Meeting called to order at 11:36 AM

1. Call Meeting to Order

1.1 By: S. Shepard @ 11:36am

1.2 Changes to the Agenda - None

2. Review Minutes from Previous Meeting

2.1 April 13, 2018 Minutes

Approval

Motion by Anita Bart, second by Bertha Felix Mata.

Final Resolution: Motion Carries

Yea: Sarah Shepard, Arkady Hanjiev, Anita Bart, Andrea R Pulido, Bertha Felix Mata, Mark Gritton, Nicholas Andrews, Mark Matteson, Eric A Mendoza

3. Institutional Effectiveness

3.1 IR Department Update - Crider

- K. Crider provided an updated draft for #2 to F. Banuelos.
- F. Banuelos will add these changes today.
- S. Shepard asked if there is a master cycle spreadsheet and K. Crider said not at this time.
- The Chancellors has determined that this is how the recommendations will be address at this time.

3.2 CTE ISS/Goals

- These are the CTE Stretch Goals
- There were some holes in the original data due to dashboard interpretation so the group worked with K. Crider and they came up with a more effective report
- K. Crider will update the website with this new information.
- F. Banuelos wants to know how we are planning for next year's report. K. Crider explained that it will be Jan. Feb. of next year and go through Senate, etc. for reads
- This is an annual process. The report is out in Mar. and due in April and the learning areas start working on this in Jan./Feb. (this worked well this year).
- There was further discussion regarding where the reporting data is pulled from at a learning area level.

Approve

Motion by Anita Bart, second by Mark Matteson.

Final Resolution: Motion Carries

Yea: Sarah Shepard, Arkady Hanjiev, Anita Bart, Andrea R Pulido, Bertha Felix Mata, Mark Gritton, Nicholas Andrews, Mark Matteson, Eric A Mendoza

3.3 WHCC Website Governance - Shepard

- Still has not met regarding the update - May 9th is the first meeting via Zoom

3.4 Standard Assignments - Shepard

- This will being up hopefully by the beginning of next year.
- The standards and micro standards will be tied to a committee so that the work has an accountable party to review and follow up on them.
- K. Crider asked to get a copy of the spreadsheet that S. Shepard has created to break out the standards. S. Shepard will upload these documents to the IEAC portal page.

3.5 Course Syllabi Report

- F. Banuelos wanted to update the committee regarding the previous minutes. He expressed his concerned about the matrix spreadsheet for SP18 due to its lack of completion.
- F. Banuelos will report out on progress regarding where the syllabi stand. He is unable to give an accurate number of syllabi at this time.
- F. Banuelos will reach out to faculty by sending them their SLO's and having them individually update and submit their syllabi.
- The long term sustainability looks positive, but the immediate process and progress is still a concern.
- F. Banuelos mentioned that he is looking to have 100% as soon as the visiting team left after their initial visit, but that did not happen.
- M. Gritton asked about the smaller sample for the evaluation process - S. Shepard asked if we are aggregating the data from the evaluation of the 25 full time faculty to demonstrate the progress through these evaluations - when it comes to syllabi.
- F. Banuelos explained that the administrators are diving in deeper to this area of the evaluation. He explained that all evaluations are being routed to his office for review, and then to the President's office for final review prior to sending them to HR.
- S. Shepard asked if this has been verified as proper process for handling evaluations due to the confidential nature of the evaluation outcomes. F. Banuelos stated that he doesn't think that this is a problem and he has been working with the CTA President and a problem has not arrived to date.
- F. Banuelos closed the loop in stating that he will report back out to the group regarding the final status of this process.
- There was further discussion regarding the confidentiality of the evaluation process, and the discussion about how to track the syllabi accuracy without breaching confidentiality.
- There was discussion regarding the fact that this committee will not be tracking syllabi, this is only effective dialog for the purpose of the follow up report.

3.6 Annual Committee Review - Shepard

- The summary reports, with collected responses to date, uploaded for review.

- There were questions regarding the way the surveys are sent and the emails that go along with that. At this time there is not a solution to this problem.
- College Council and Professional Development have closed - there are only 8/24 responses CC and 6/11 for PD. We may need to resend them.
- There was discussion about the requested number of items that were submitted and the way that this data is reported out.
- There was further discussion about finding a better way to collect these statistical data.
- There was confusion about how the survey is put together. The last question in the survey asks about the tool itself. Everyone should have responded and completed the last section to determine where we can make changes to it.
- These surveys were created before the governance structure changed, so this is another problem.
- This committee decided that we would not focus on reworking the surveys because the attention was put into the follow up report work.
- A. Pulido said that she will extend the end date of the survey to allow everyone to take them until May 11, 201

3.7 Elumen/SLOs - Hanjiev/Banuelos

3.8 IEAC Annual Report - Shepard/Banuelos

4. Accreditation Follow-Up Report

4.1 Follow Up Report Draft 3

- Went to Colle Council on Friday. Every constitute group should be providing feedback. The deadline for feedback is May 2nd.
- F. Banuelos will follow up with L. Davis to make sure that it is sent out campus wide.
- F. Banuelos will take the recommendations and present them to IEAC on May 4th.
- There is another IEAC meeting on May 18th at which time we will focus on the committee evaluations, and recommended changes based on the results.
- The meeting on May 4th will be dedicated to the follow up report.

5. Informational

5.1 College Council Report

6. Next Meeting:

6.1 Date/Time - May 4th at 11:30am.

7. Adjournment

7.1 By: S. Shepard @ 12:31pm

7.2 Minutes Taken By: A. Pulido