



Minutes of Institutional Effectiveness Committee
Held on August 31, 2020, 2:10 p.m. - 4:00 p.m.
Zoom: <https://smccd.zoom.us/j/98180170001>

Chairperson:
Karen Wong

Members Present: Steve Aurilio, Marianne Beck, Wissem Bennani, Tony Brunicardi/ Justin Piergrossi, Stephen Fredericks, Thomas Gower, Evan Leach, Zahra Mojtahedi, Gabriela Nocito, Ruben Parra, Alexandra Raefsky, Kwame Thomas, Ingrid Vargas

Members Absent:
Vincent Chandler, Michael Cross, Classified and Academic Senate Representative

Resource:
Zahra Mojtahedi (Recorder)

GENERAL FUNCTIONS

- I. **Call to Order**
Karen Wong called the regular meeting to order at 2:11 p.m.
- II. **Approval of Agenda**
A motion was made by Evan Leach and seconded by Ruben Parra to approve the August 31, 2020 Agenda. Motion carried unanimously.
- III. **Approval of Minutes**
[Minutes from February 24, 2020](#) were approved via e-mail by 2019/2020 IEC committee

REPORT/ DISCUSSION

- IV. **Welcome and Introduction**
Committee members introduced themselves with their name, position, area they represent, and way in which they've stayed grounded during the pandemic, racial reckoning, and record-breaking wildfires.
- V. **External and Internal Measures of Institutional Effectiveness**
Members provided input in the chat on and then shared their interpretation of the following quote by Seymour and Bourgois (2018) in the *Institutional Effectiveness Fieldbook*: "In a very narrow sense, institutional effectiveness might be seen as the act of measuring performance against stated goals and missions at all levels of an institution... But one can distinguish between the event of declaring something effective and the process that is ultimately required to reach that conclusion."

Members remarked that IE is a continuous process; that it may involve determining if the assessment itself is appropriate; and that how the goal is implemented is just as important as the assessment.

To get an introduction of the external and internal metrics that the College uses to assess its institutional effectiveness, members completed zoom poll questions on the following topics, and Karen provided additional information about each:

- A. Purpose of accreditation, CCCCCO Vision for Success goals
- B. College Mission, Strategic Goals, and College Scorecard



Approved Minutes

1. Member discussion was focused on how these provide a sense of direction for the College.

C. SLO Assessment

1. Member discussion dwelled on how SLO assessment is required by the ACCJC but that no one chose it as an incentive to engage in SLO assessment. Members preferred how it's used to spark discussion with colleagues, for instance about core knowledge, skills and attitudes from a course or program.
2. Additional discussion was on what happens if an area doesn't fulfill the SLO.

D. Program Review

1. Member discussion dwelled on how program review may be changed this year, including how it may fall under IEC charge.

VI. Introduction to the Committee

A. Review of IEC Charge

B. Review of 2019-2020 IEC Accomplishments

1. Gained familiarity with accreditation to prepare for our site visit
2. Deepened understanding of SLOs and assessment as a student – centered rather than compliance driven process
3. Reviewed Phase I of the revised Skyline College Scorecard, of which many of the metrics are intended to support the Comprehensive College Redesign
4. Hosted and discussed the Critical Thinking and Lifelong Wellness ISLO results

C. Review of 2020-2021 IEC Goals

1. Continue to develop a working understanding of how institutional effectiveness metrics can support continuous improvement
2. Analyze the impact of the College's responses to COVID – 19 conditions
3. Engage in a dialogue about the Information Literacy ISLO results in partnership with librarians
4. Strengthen understanding of SLOs and assessment
5. If given purview over program review, review IEC membership and committee practices; the templates; which standard data everyone should have to evaluate their program; how to provide training; how to give feedback.

D. Your Role on the Committee

1. Members reflected and shared in group chat, followed by group discussion. Most brought up the importance of representing their area's concerns while also keeping their area's informed, and also supporting the assessment efforts within their areas.

VII. ANNOUNCEMENTS

Please designate the following Mondays for the 2020/2021 IE Committee meetings that typically take place on the fourth Mondays from 2:10- 4 pm via zoom: August 31 (5th), September 28, October 26, November 23, January 25, February 22, March 22, April 26.

NEXT REGULAR MEETING

The next regular meeting will be held on September 28, 2020 via Zoom from 2:10 p.m. to 4:00 p.m.

ADJOURNMENT

A motion was made by Stephen Fredericks, and seconded by Thomas Gower to adjourn the meeting at 3:29 p.m. There being no further business, the meeting was adjourned.

Minutes were approved by Members on September 28, 2020.