Skyline College

<div align="center">

Minutes of Institutional Effectiveness Committee
Held on October 9, 2023 | 2:10-4:00 p.m.
Zoom: https://smccd.zoom.us/j/84799776282

</div>

Chairs Present: Ame Maloney, Karen Wong

Members Present: Felicia Alvarez- Mazzi, Steve Aurilio, Perry Chen, Michael Cross, Ricardo Flores, Stephen Fredricks, Zaid Ghori, Sha' Kuana Ona, Irah Tancioco, Monique Ubungen, Ingrid Vargas, Suji Venkataraman, Tina Watts, Lauren Wagner

Members Absent: Chris Gibson, Lucy Jovel, Kelly Li, Zahra Mojtahedi, Alexa Moore, Mike Sharabi, Jimmy Wong (on leave)

Vacant: SS/CA (1), STEM (1)

Guests: Lynsey Hemstreet, Ronda Wimmer, Rika Yonemura-Fabian

Resource Person: Wendy Lee

---

1. **GENERAL FUNCTIONS**
   1.1. Call to Order
   Ame Maloney called the regular meeting to order at 2:15 p.m.

2. **ACTION ITEM(S)**
   2.1. Approve Agenda
   A motion was made by Tina Watts and seconded by Lauren Wagner to approve the October 9, 2023 meeting agenda. Motion carried unanimously.

   3.2 Approve Minutes
   A motion was made by Perry Chen and seconded by Monique Ubungen to approve the September 25, 2023 minutes. Motion carried with one abstention.

3. **DISCUSSION/REPORT**

   3.1. Feedback on the Community Engagement ISLO

   Michael Cross and Andrea Fuentes facilitated a discussion about the draft ISLO, asking members to highlight major takeaways during their discussions and/or their own feedback. Following are some of the concerns that were raised in the discussion and/or written feedback:

   - Are these descriptors too ambitious for our students? Are we setting them up for failure?
   - Is the language of the descriptors too abstract for our students to understand?
   - How are the ISLOs assessed? Can these competencies be assessed/ observed?
   - Can the number of descriptors be decreased, with related ones combined?
   - "Humility" raises questions of positionality; it implies that someone already has privilege and/or has a problem. Is the notion of "humility" a buzz-word of the moment? Will students understand it? Is this descriptor's intent already represented in the "Social Perspectives" descriptor?

- "Taking Future Actions" descriptor is too vague.
- "Power Dynamics" descriptor is too narrowly focused on equity and equality; power dynamics manifest in different ways
- "Interconnectedness" is too vague; what about "connections" or "relationships"?
- Should "Ethics" be "morals" instead? Should "ethics" be connected with "student agency"?

3.2. Consultation with the IEC CPR Teams

IEC Tri-Chair Karen Wong reviewed [important dates and the program staff/ faculty's roles](#) in the consultation. IEC CPR teams met in the breakout rooms, while others scheduled an alternative meeting time that better suited the program staff's schedules.

---

4. **ANNOUNCEMENTS**
Announcement per meeting agenda:
- Annual Resource Requests are due by Nov. 15 via the Improvement Platform. They need to be associated with a program goal, which in turn ideally will align with at least one of the Educational Master Plan goals.
- Upcoming IEC meetings are on the 2nd and 4th Mondays except where indicated, from 2:10pm – 4 pm.
- Please accept outlook invitations for: October 23, November 13 & 27, January 22, February 12 & 26, March 4 &18 (1st & 3rd), April 8 & 22 (in-person), May 13.

The next regular meeting will take place on Monday, October 23, 2023.

5. **ADJOURNMENT**
There being no further agenda items, the meeting concluded at 4:00 pm.