



Institutional Effectiveness Committee Agenda

September 26, 2016, 2:05- 4 -- Room 6203

Facilitator: Karen Wong, Coordinator of Institutional Effectiveness, PRIE

Members: Steve Aurilio, Social Sciences/ Creative Arts Representative

Donna Bestock, Administrator Representative

John Calavitta, Language Arts Representative

Tammy Calderon, Business, Education, & Professional Programs Representative

Lorraine DeMello, Student Services Representative

Karen Dimalanta, Academic Services & Learning Technology

Jacque Escobar, Student Services Representative

Rika Fabian, Social Sciences/ Creative Arts Representative (Spring 2017)

Jan Fosberg, Kinesiology, Athletics & Dance Representative

Dessa Hipolito, Associated Students of Skyline College

Cheri Jones (Interim Dean), Planning, Research & Institutional Effectiveness

Nick Kapp, Science, Math & Technology Representative

Evan Leach, Science, Math & Technology Representative

Aaron McVean (Interim Vice President), Office of Instruction

Clifford Moss, Global Learning Program & Services

David Reed, Academic Services & Learning Technology

Sarita Santos, Business, Education, & Professional Programs Representative

Nadia Tariq, Science, Math & Technology/ Classified Senate Representative

Rob Williams, Language Arts Representative

Resources: Belinda Chan, Staff Assistant, PRIE (Recorder); Zahra Mojtahedi, Research and Planning Analyst, PRIE



Documents/ References: [Skyline College Students and Outcomes PowerPoint](#); [The Skyline College Promise](#); [IPRAC Report](#); [Integrated Planning and Resource Allocation Cycle Model](#); [Updating Mapping to Institutional SLOs Mapping](#)

Action Item(s)

Topics	Presenters	Time
I. Approve Agenda	Wong	2 min
II. Approve Minutes from August 29, 2016 Meeting	Wong	2 min

Reports/ Discussions

Topics	Presenters	Time
III. (Continuation from last meeting) Familiarize yourself with Skyline College's students and outcomes and how they relate to the Skyline College Promise .	Wong, Committee	30 min
IV. Time-out – Photo of the IEC!		
IV. Review the IPRAC Results and Follow-up Actions via the Institutional Effectiveness Partnership Initiative Grant <ul style="list-style-type: none"> A. “The Institutional Effectiveness Division recently formed under the State Chancellor’s Office has established a technical assistance program whereby colleges can submit a Letter of Interest to receive assistance from a Partnership Resource Teams (PRT). These teams consist of peers from across the California Community College system who have expertise in specific areas of focus identified by colleges...through this initiative, there is the availability of up to \$150,000 in grant funds that can support the College in addressing its areas of interest.” (November 2015, “Skyline Shines”) B. Last spring, Skyline College submitted a proposal and was granted \$150,000 to implement it. Skyline College will utilize the resources available through the IEPI to achieve the following: <ol style="list-style-type: none"> 1. To enhance the planning and resource allocation processes, adopt a technology-driven system with the ability to document, aggregate, and automate program/college-level plan components. 2. To increase access to evidence/information, adopt a technological solution to systematically catalog new and 	Wong	60 min



existing planning documents for accreditation, enrollment management (related to "Enrollment Management" section below), etc

3. Develop a strategic enrollment management plan which can serve as a guiding set of principles in defining the size of the college, access to classes, and future growth.
- C. [Integrated Planning and Resource Allocation Cycle Model](#)
(approved in spring 2016)

Announcement

	Topics	Presenters	Time
V.	Assist SLOAC Coaches in Institutional SLO mapping efforts this Fall	Wong	10 min
VI.	Please designate the following Mondays (the 4 th Mondays of the month except in this case, for the first meeting of each semester), 2:05- 4, for IE Committee meeting: October 24, November 28, January 30, February 27, March 27, and April 24. Outlook invitations were sent.		