



**Minutes of Institutional Effectiveness Committee
Held on September 28, 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, Vincent Chandler, Michael Cross, Justin Piergrossi, Thomas Gower, Evan Leach, Zahra Mojtahedi, Athena Nazario, Gabriela Nocito, Ruben Parra, Alexandra Raefsky, Danni Redding Lapuz, Kim Saccio-Kent, Tiffany Schmierer, Kwame Thomas, Ingrid Vargas, Russell Waldon

Members Absent:

Stephen Fredericks

Resource:

Belinda Chan (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 Steve Aurilio and seconded by Justin Piergrossi to approve the September 28, 2020 Agenda. Motion carried unanimously.

III. Approval of Minutes

No amendments were made to the August 31, 2020 minutes. Thus, the August 31, 2020 minutes were approved.

REPORT/ DISCUSSION

IV. Introductions – Round Two

The IE Committee has finalized the membership; members did a quick self-introduction.

V. IEC Faculty Tri-Chair appointed by the Academic Senate if SPARC approves the CPR Task Force Proposal

With SPARC approving the Comprehensive Program Review (CPR) Task Force Recommendations, the Institutional Effectiveness Committee will be converted to a tri-chair structure: PRIE, dean, and Academic Senate appointees. Karen invited IEC members to step forward as an A.S. appointed tri-chair; A.S. President Leigh Anne Shaw also will extend an invitation to the campus community.

In addition, due to now having oversight over operationalizing the comprehensive program review process, the IEC will meet twice a month next spring, the second and fourth Mondays of the week from 2:10- 4 pm.

Please see the [CPR Task Force Recommendations](#) for details.

VI. Fall Enrollment Update and Trend Analysis

Ingrid Vargas presented an update on Fall 2020 enrollment and the impact of the COVID-19 pandemic. Please see [Enrollment Update](#) on the PRIE website for more information.

During the discussion, members inquired about enrollment differences in gender and job losses data. Links to [gender gap in enrollment](#) and [womens' job losses during the COVID-19 pandemic](#) were shared.

VII. Feasibility discussion of instructional SLO assessment aligning with ISLO assessment – all degree bearing programs must concurrently assess at least one course annually that aligns with the featured ISLO using at least one criteria from the corresponding rubric

Members were broken into groups to discuss the [Fall 2020 ISLO Mapping Proposal](#). Members' comments are noted in red. They cautioned against instituting major changes this year due to the duress wrought by COVID-19 and the shift to remote instruction.

In summary, they advised against changing the three-year assessment calendar to a five-year calendar, and requiring all degree bearing programs to have mapped at least one of their required courses for the degree to each of the five ISLOs as a necessary step to assess ISLOs.

However, they thought that it was reasonable to ask programs to review their course SLO mapping to ISLOs by the end of this academic year. The intent is to identify which courses within their program are suitable for ISLO assessment, and which general education courses that they can draw from to fill in gaps within their own program's curricular offerings. They also supported ISLO related professional development for the year it is featured.

Karen will present a revised proposal at the next meeting.

VIII. 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: October 26, November 23, January 25, February 22, March 22, April 26.

NEXT REGULAR MEETING

The next regular meeting will be held on October 26, 2020 via Zoom from 2:10 p.m. to 4:00 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 3:59 p.m.

Minutes were approved by Members on October 26, 2020.