

**Minutes of Institutional Effectiveness Committee**  
**Held on February 26, 2024 | 2:10-4:00 p.m.**  
**Zoom: <https://smccd.zoom.us/j/84799776282>**

**Chairs Present:** Chris Gibson, Ame Maloney, Karen Wong

**Members Present:** Steve Aurilio, Perry Chen, Michael Cross, Ricardo Flores, Stephen Fredericks, Zaid Ghori, Lucy Jovel, Evan Leach, Wendy Lee (subbing for Zahra Mojtahedi), Kelly Li, Alexa Moore, Sha' Kuana Ona, Mike Sharabi, Irah Tancioco, Monique Ubungen, Ingrid Vargas, Suji Venkataraman, Lauren Wagner, Tina Watts

**Members Absent:** Zahra Mojtahedi

**Vacant:** Language Arts (1), SS/CA (1)

**Guests:** Tammy Calderon (Cosmetology, Barbering & Esthetics), Kevin Corsiglia (Kinesiology), Norman DelPrado (Network Engineering Technology), Lynsey Hemstreet (Cosmetology, Barbering & Esthetics), Nate Nevado (Promise Scholars Program), Christopher Watters (Kinesiology), Ronda Wimmer (Wellness)

**Resource Person:** Wendy Lee

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## **1. GENERAL FUNCTIONS**

### **1.1. Call to Order**

Karen Wong called the regular meeting to order at 2:13 p.m.

## **2. ACTION ITEM(S)**

### **2.1. Approve Agenda**

A motion was made by Perry Chen and seconded by Tina Watts to approve the February 26, 2024 meeting agenda. Motion carried unanimously.

### **2.2 Approve Minutes**

A motion was made by Lauren Wagner and seconded by Ame Maloney to approve the February 12, 2024 minutes. Motion carried unanimously.

## **3. DISCUSSION/REPORT**

### **3.1. Student Campus Climate Survey Results**

Ingrid Vargas explained the roll-out of the employee and student survey results for the [campus climate review](#). She encouraged members to come to the "Conversations with Cabinet" session on Wednesday from 1- 2:30 at the Farallon Room.

IEC will be hosting one of the campus engagement sessions at its next meeting and was asked to weigh in on which theme we'd like to further explore, including its implications. The most votes were for the Learning Environment, both the classroom and student support services. There was also high interest in Incidents of Bias; The Stewardship for Equity, Equal Employment and Diversity (SEEED) Advisory Committee will likely host a discussion of equity and inclusion, and hopefully address

incidents of bias as well.

### **3.2. Time to continue preparing for the CPR consultations**

Ame reminded IEC members to complete their feedback by Friday, March 1, unless other arrangements are made.

### **3.3. Feedback for the 2023- 2024 programs**

Chris greeted guests and reminded them of important dates, which we'll follow up with in an e-mail. CPR programs will be asked to indicate which Share Out date they prefer.

- March 22: final draft due
- March 29: poster submission to Ame for printing
- April 8 & 22: CPR Share Outs

IEC members met with program faculty/ staff from the following programs about their CPR: Administration of Justice, Barbering/Cosmetology/Esthetics, Kinesiology, Network Engineering Technology, Wellness and Promise Scholars Program. Chemistry, Sociology, and Outreach will meet at an alternate time since they're not free during this period.

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## **4. ANNOUNCEMENTS**

- Upcoming IEC meetings are on the 2nd and 4th Mondays except where indicated, from 2:10pm – 4 pm. Please accept outlook invitations for: March 4 & 18 (1st & 3rd), April 8 & 22 (in-person), May 13.

The next regular meeting will take place on Monday, March 4, 2024.

## **5. ADJOURNMENT**

There being no further agenda items, the meeting concluded at 4:05 pm.