

G R O S S M O N T
C O L L E G E



Institutional Excellence Council (IEC) Meeting Minutes
Aaron Starck/ Bonnie Ripley – Co-Chairs
Friday, April 15, 2016
11:00 am-12:30 pm
Griffin Gate

Member Name	Present	Member Name	Present
Aaron Starck, Co-chair		Bonnie Ripley, Co-Chair	X
Nabil Abu-Ghazaleh		Beth Kelley	X
Joan Ahrens		Baredu Morka	
Jennifer Carmean	X	Pat Murray	X
Martha Clavelle	X	Gerardette Nutt	
Michael Copenhaver		Lida Rafia	X
Gareth Davies-Morris	X	Denise Schulmeyer	X
Tim Flood		Laura Sahagun	
Marsha Gable	X	Christopher Tarman	X
Sue Gonda		Katrina VanderWoude	
Cindi Harris	X	Evan Wirig	X
Tate Hurvitz	X	Debbie Yaddow	
Micah Jendian		Stacy Teeters, Guest	X

Bonnie Ripley called the meeting to order at 11:05 am.

Additions to the agenda

Bonnie Ripley asked if there were any additions to the agenda. There were none.

Announcements

Bonnie Ripley announced that she had been working on upgrading and reorganizing the College Planning website so that it would be easy to find documents and data. Tate Hurvitz asked here to share that with the Academic Senate when it was ready to demonstrate. People were encouraged to attend the presentation to the Board of Governors on the District Strategic Plan scheduled for April 19 from 3:30-5:00 in Griffin Gate.

Achieving the Dream

Lida Rafia reported that the draft of the Achieving the Dream plan has been made available to the college community for feedback and that comments are due by April 29. The Coach's visit on April 26 will be considered the kickoff for the implementation phase of work. The three focus areas of the AtD plan are 1) outreach, 2) engagement and 3) retention.

Strategic Plan Updates

The Strategic Plan has also been mostly compiled and a draft will be available for review by campus groups by May 13. Comments are requested with a fairly short turn-around due to proximity to the end of the semester. However, the Strategic Plan is essentially the AtD plan with one additional section for Fiscal & Physical Resources, which includes physical plant, human resources, and "institutional capacity" which is the attempt to capture the idea of campus culture. IEC committee members were encouraged to share the timeline with their constituent groups and to encourage stakeholders to read the AtD plan in preparation for the Strategic Plan review. The timeline for Lida, Tate and Aaron to visit and present the Strategic Plan to several of the committees and councils was agreed on.

Achieving the Dream/Strategic Plan Planning and Implementation Forum Results

Lida Rafia presented a summary of the results of the Forum held March 4, 2016. There were over 90 participants from all areas of campus including students. Besides reinforcing the college focus areas, discussion consistently highlighted shortcomings in campus technology infrastructure and data availability as well as struggles and challenges with communication around campus and processes/procedures that were ineffective or non-existent.

Accreditation Drafts Due

Lida reported that the report would be presented to the District Council on May 4 and would be due to the ACCJC in October. Aaron Starck will be reaching out to people who were involved in writing teams over the past years and everyone was encouraged to be forthcoming with information because the lack of continuity at the Accreditation Officer position at Grossmont made his task of compiling the report difficult. Additional discussion revolved around the status of ACCJC. The instructions from Chris Tarman were that we should all carry on as if the existing standards will be in effect, even though we know there will be some changes with how ACCJC operates and/or it will be replaced with another accrediting body such as WASC.

IEPI Second Year Indicators

Chris Tarman explained what the IEPI is and Bonnie Ripley reviewed the indicators that we were required to provide targets for last year [Successful course completion; Accreditation status; Fund balance; and Audit Opinion Financial statement]. She presented the options that colleges have for the metrics they will add for the second year, which are Completion Rate or Remedial Progress Rate and one additional metric related to basic skills or unprepared students. The committee discussed which should be selected but a consensus was not reached. Some felt that Completion was the goal we hoped our students would achieve so we should focus on that, but others argued that we know we have low rates of Remedial Progress and if they don't finish the basic skills sequences they will never complete. Beth Kelley agreed to discuss the question with the Basic Skills Committee and bring their recommendation to the May IEC meeting.

Student Learning Outcomes

Jennifer Carmean reiterated the importance of the new accreditation standards' emphasis on linking course, program and institutional SLO. She will be providing departments with reports pulled from TracDat on their SLO status. She suggested that anyone who wanted examples of excellent implementation of SLO should visit the web sites of Mira Costa and Cabrillo Colleges. Jennifer had been having problems with the Trac Dat software and was pursuing additional training and assistance from the software company and asked Chris Tarman's help in identifying how that could be accomplished.

Agenda items for the next meeting will include a continued discussion of the IEPI indicators and targets for the second year, a review of KPI data and KPI standards and targets, and more on the college Strategic Plan.

Meeting adjourned: 12:30 pm