



District Institutional Effectiveness Committee

MINUTES

Wednesday, April 25, 2019

10:00 a.m. – 12:00 p.m.

SBCCD Boardroom

114 S. Del Rosa Dr., San Bernardino, CA 92408

Members Present:

Jeremiah Gilbert (Chair, SBCCD)	Jonathan Townsend (CHC)	Keith Wurtz (CHC)	James Smith (SBVC)
Angel Rodriguez (SBCCD)	Christopher Crew (SBCCD)		Heather Ford (recorder)

Agenda Items	Minutes
1. Call to Order	Call to order at 10:03 a.m. by J. Gilbert (Chair)
2. Review of Minutes	Review and approval of meeting minutes dated 03-28-19 amended to reflect Jonathan Townsend was not present. Action Item - Minutes Approval - Approved by consensus as amended
3. Update: Accreditation	J. Smith gave an update. On campus ALOs. K. Wurtz gave an update regarding evidence.
4. Update: District Employee Climate Survey 2018/19	J. Gilbert reported he extended deadline to gather more responses. The plan is to have the results out early May. The climate survey will be posted on SBCCD website.
5. Ed. Master Planning Cycle	J. Gilbert reported the BOT have an annual retreat in June. This year, the trustees will focus on the Ed. Master Plan Cycle. J. Gilbert would like this committee to review it for any changes. We currently are going into year three. The Gap Analysis was only sent to presidents and VPs. It is not posted due to a discrepancy in fiscal, but all the other data is valid. J. Gilbert reported over the next two years is finishing the program review. Year five, the process begins all over again. J. Gilbert asked the committee to review and let him know of any changes.
6. 2019/20 District and Chancellor Goals	J. Gilbert reported during the BOT retreat in June they will review and update district and chancellor goals. He reported he rewrote the goals in the strategic plan, key strategies to help the BOT to understand the goals and objectives full circle. J. Gilbert will share with Cabinet for their input. He asked the committee to review it and send him any changes. J. Gilbert deadline is June 1st. Need committee to review and send edits of the key strategies.

7. Strategic Planning Target	<p>J. Gilbert reported some items need to be revised in the 2017-22 District Strategic Plan Objectives with Targets Revision. J. Gilbert reported waiting for Vision for Success to complete but does not prevent this committee to start to review the objectives now to better prepare for fall. Some items such as the score card is nonapplicable now and must be revised.</p> <p>There was discussion regarding specific language used. J. Gilbert commented when we receive the data in May, we can give a closer review.</p> <p>There was further discussion regarding the objectives. Nothing definitive was voted upon. This will be revisited in the fall and will bring in the researchers.</p>
8. Other/Future Agenda Items	
9. Next Steps	
10. Next Meeting	May 23, 2019 at 10:00 a.m. SBCCD Boardroom
11. Adjourn	Meeting adjourned at 10:58 a.m.

Respectfully submitted,

Heather Ford
Executive Assistant
Office of the Chancellor
San Bernardino Community College District