



# INSTITUTIONAL EFFECTIVENESS ADVISORY COMMITTEE

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Meeting Minutes – October 27, 2022, 10:00 a.m.  
Via Zoom: <https://cccconfer.zoom.us/j/91201139260>

## I. Call to Order

C. Crew called the meeting to order at 10:06 a.m.

## II. Roll Call and Quorum

H. Ford recorded roll call and determined quorum was met.

## III. Approval of Minutes 4-28-2022

J. Oxendine moved to approve the minutes from 09-22-2022. D. Burns-Peters seconded the motion.

AYES: Unanimous present

NOES: None

ABSENT: Wurtz, Humble, Harris, Williams, Guillen, Horton

ABSTENTIONS: None

## IV. Review IEAC 2022-23 Goals

N. Ornelas review the revised goals based on the previous IEAC meeting.

C. Huston moved to approve the revised charge with the addition noted. J. Feist seconded the motion.

AYES: Unanimous present

NOES: None

ABSENT: Wurtz, Humble, Harris, Williams, Guillen, Horton

ABSTENTIONS: J. Oxendine

## V. Data Accessibility Survey

N. Ornelas reviewed that the quad chairs met. The survey is ready to be released on Monday, October 31, 2022, and will be available for two weeks.

## VI. Review BP/AP 3225 Institutional Effectiveness

N. Ornelas reviewed the updated legal changes and will follow the collegial consultation. It will go to PPAC in November. D. Burns-Peters inquired if this should be more specific in terms of diversity, equity, and inclusion. In addition, does IEAC have the capacity to relate diversity, equity, and inclusion directly to the IEAC charge. N. Ornelas reported we have a BP/AP for diversity, equity,

and inclusion. N. Ornelas reported our goals and charge need to be representative of a sensitive and actionable/operation plan to diversity, equity, and inclusion. C. Huston reported this will be prominent in accreditation as well.

R. Hamdy asked IEAC to review the IEAC goals and charge for possibilities to include diversity, equity, and inclusion. H. Ford will send out the charge, goals to review the intent and operationalize diversity, equity, and inclusion. This will be reviewed at a future meeting.

## **VII. DSO Plan**

N. Ornelas reported the draft of the colleges' EMP strategic priorities and actions will be completed next week. Currently, C. Crew is developing a draft for the timeline for DSO support plans. This will be shared with the IEAC at the December meeting. C. Crew will also draft the crosswalk of how all SBCCD plans connect and their relation to the Vision for Success.

## **VIII. Update on Enrollment Management Subcommittee**

N. Ornelas reported Chancellor's Council tabled this item due to lack of quorum. It will be presented to Chancellor's Council again at the November 1<sup>st</sup> meeting. D. Burns-Peters recommended this committee work closely with the campus committees. D. Burns-Peters commented this roster is administrator heavy and not inclusive of faculty and classified staff. R. Hamdy commented that enrollment management committees have been viewed as a marketing function when it is not marketing. It entails schedule, student welcome, open access, retention, etc. SBCCD could benefit if this committee does not operate as a marketing committee. D. Burns-Peters commented this committee should include New Student Equity and Educational Master Plans. R. Hamdy commented marketing is a piece but not what this committee encompasses as a whole. D. Burns-Peters commented enrollment management is deeply rooted throughout the New Student Equity Plans and Educational Master Plans. It is not just the marketing piece, it goes through every aspect as to what we do, interaction with students, safe spaces, etc. A holistic approach.

R. Zuniga inquired regarding the Emergency Conditions Allowance: is the \$5 million going to campuses or to the district or both? D. Burns-Peters asked for any support with questions regarding the budget and enrollment management. How is it decided, how do we get input, and where do we get say?

## **IX. Campus Updates**

- A. EMPs Update – G. Sosa reported CHC has made significant work on the work with CBT (consultant) and the analytical underlining theme helping identify the corresponding strategic directions. J. Oxendine reported the SBVC held 4 or 5 after the work sessions with CBT. They have added additional members of about 35 faculty, staff, administrators, and students to narrow down supporting actions, had a campus and community meeting that garnered feedback from the campus and service community. This allowed to identify gaps. SBVC has had significant engagement and opportunities for feedback.
- B. Institutional Effectiveness Update – G. Sosa reported CHC's revisiting institutional outcomes input from across the campus. Identifying themes, room for improved, and additional support in doing the SIO work. Another priority is the student level, starting next semester the local institutional plan will be in effect. Every course will have institutional student level data submitted. Currently they are piloting this with selected faculty. C. Huston reported SBVC is changing their program review.

- C. Accreditation Update – G Sosa reported most of CHC's shared governance committees have reviewed the new standards and how to proceed forward. This includes submitting thoughts to ACCJC. CHC is identifying gaps and to develop key strategy to address them. Closing gaps with the eye of equity. C. Huston reported SBVC is updating accreditation cycle due to ISERs needing to be submitted early.

**X. Subcommittee Reports**

No reports

**XI. Next Meeting**

Thursday, December 8, at 10:00 a.m.

Via Zoom: <https://cccconfer.zoom.us/j/91201139260>

**IX. Adjournment**

The meeting adjourned at 11:15 a.m.

Final meeting minutes approved by IEAC December 08, 2022

Heather M. Ford, Senior Executive Administrative Assistant  
SBCCD, Office of the Chancellor