



San Bernardino Community College District
 Institutional Effectiveness Advisory Committee (IEAC)
 Meeting
 May 11, 2023
 10:00 am-11:30 am Pacific Time

- I. **CALL TO ORDER**
(Nohemy Ornelas)
- II. **ROLL CALL/QUORUM CONFIRMATION**
(Heather Ford)
- III. **APPROVAL OF MINUTES**
(Nohemy Ornelas)
 - A. IEAC 04-27-2023 Minutes
- IV. **ACCREDITATION UPDATE**
(Celia Huston)
- V. **IEAC PRIORITIES FOR 2023-24**
(Christopher Crew and Christie Gabriel)
- VI. **REVIEW OF 2022-23 COMMITTEE SELF-EVALUATION RESULTS**
(Christopher Crew)
- VII. **EMP UPDATE**
 - A. SBVC
(Joanna Oxendine)
 - B. CHC
(Gio Sosa)
- VIII. **DSO SUPPORT PLAN UPDATE**
(Christopher Crew)
- IX. **DISTRICTWIDE ENROLLMENT MANAGEMENT SUBCOMMITTEE (DEMS) UPDATE**
(Nohemy Ornelas)
- X. **DSO PLANNING & PROGRAM REVIEW SUBCOMMITTEE UPDATE**
(Christopher Crew)
- XI. **ACADEMIC CALENDAR SUBCOMMITTEE UPDATE**
(Christopher Crew)
- XII. **TESS SUBCOMMITTEES UPDATE**
(Luke Bixler)
- XIII. **FUTURE MEETINGS TOPICS**
(Celia Huston)
 - A. Data Warehousing
 - B. Common Application

C. Legislative Updates and Processes

D. Master Calendar

XIV. NEXT MEETING FALL 2023

XV. ADJOURNMENT

(Noahemy Ornelas)



INSTITUTIONAL EFFECTIVENESS ADVISORY COMMITTEE

Meeting Minutes – April 27, 2023, 10:00 a.m.

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

I. Call to Order

N. Ornelas 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 03-30-2023

J. Schmidt moved to approve the minutes from 03-30-2023. C. Crew seconded the motion.

AYES: Unanimous present

NOES: None

ABSENT: Zuniga, Erving, Simpson, Horton, Stafford, Grabow, Wurtz, and Harris

ABSTENTIONS: None

IV. Review of [IEAC 2022-23 Goals](#)

C. Houston reviewed the IEAC 2022 -23 Goals and communicated that a District Accessibility Survey was administered this year. Overall, there has been good progress toward accomplishing the IEAC Goals.

N. Ornelas reported that the Common Application is currently in Phase 2 and is in the process of soliciting some feedback from constituency groups. The next meeting will have a summary of the Common Application accomplishments.

C. Crew reported the EMPs and DSO Support Plan, will be presented to the Board for approval in June. CBT will create the initial version of the crosswalk.

V. District Committee Calendar

C. Gabriel shared that in their last Quad meeting, it was recommended that a districtwide committee calendar be created so that DSO, CHC, and SBVC committee meetings are accessible and organized into a single page. The districtwide committee calendar would live on the website and include active links to open additional details pertaining to that meeting/committee

VI. Themes from Data Accessibility Survey

C. Gabriel communicated the results of the Data Accessibility Survey, which showed that everyone would like more accessibility data, overall accessibility, and training.

G. Sosa shared the Data Coaching Intro Presentation with the committee and noted that data coaching efforts are means of bridging those equity gaps and enhancing the equity mind that exists at the campuses.

O. Sabawi presented the CHC Data Coaching Course and the Quality Focus Essay.

VII. EMP Update

A. SBVC

V. Wu communicated that SBVC's EMP has been approved through the collegial governance process and the final draft will be sent to Angel Rodriguez for design & formatting. The EMP will be presented to the Board of Trustees for approval in June. Simultaneously, Valley will also be undertaking a plan alignment process in the coming weeks so that SBVC can map the goals and objectives of other plans, such as the Student Equity plan, the Guided Pathways, and so forth. This collaborative engagement activity will enable Valley to capitalize on similar goals, objectives, and actions across all the plans and shore up efforts rather than duplicate them. Allowing prioritization of the goals and activities of the EMP implementation plan.

B. CHC

G. Sosa communicated CHC has received approval from senates on CHC EMP and is on schedule for approval at the next Crafton Council meeting scheduled for May 5th and to the Board of Trustees for final approval in June. CHC will discuss aligning with other plans such as the Equity Plan amongst others. Engaging in discussion campuswide including students provided a concrete set of key results. In the Fall, CHC will begin updating progress in achieving the supporting actions.

VIII. DSO Support Plan Draft

C. Crew presented the DSO Support Plan Draft.

N. Ornelas reported the vetting process includes IEAC, CHC/SBVC college council, Chancellor's Council, academic senates, and Chancellor's Cabinet.

C. Crew clarified that key results are in the process of development.

IX. Districtwide Enrollment Management Subcommittee (DEMS) Update

N. Ornelas reported that DEMS continues to meet every other week. The campuses are providing a comprehensive view of addressing retention, improving student services, outreach connecting with various students and departments, and various marketing efforts. The next meeting will include Executive Vice Chancellor Jose Torres, who will be providing an overall summary of how budget and enrollment are connected. In addition, the POIs will present on marketing outreach efforts.

X. DSO Planning & Program Review Subcommittee Update

C. Crew shared the resource request for EDCT. The request includes security fencing and security cameras/monitoring which will address vandalism issues. This will be shared as an information item with Chancellor's Council, then to Chancellor's Cabinet.

XI. Academic Calendar Subcommittee Update

C. Crew reported that the memo for Juneteenth moved forward and is currently being negotiated with the unions for implementation in 2023. The BP/AP reflects the implementation of Juneteenth.

XII. TESS Subcommittee Update

L. Bixler shared the following updates:

District Application Work Group (DAWG)

Non-Credit Application from OpenCCCApply implementation

- Completed kickoff meeting and demo from CCC Tech Center

SOGI (Sexual Orientation and Gender Identity) import into Colleague from OpenCCCApply

- With the implementation of SuperGlue finished, SOGI is now available for download.

Starfish education plan data to data warehouse

- Working on data relationship and documentation
- Education Plans, courses, and student entities
- API integrations pull data in nightly.

Distance Education Coordination Council (DECC)

- Reviewing usage data on some of the modules in Canvas
- Honorlock Online Proctoring implementation (replacement for Proctorio)
- Migration from Follett to Folio for books within Canvas

Web Standards Committee

- Privacy Policy for both College websites – reviewing with legal.
- Implementation of districtwide calendaring system. CHC and SBVC recently went live, District pending.
- Transition from Regroup to Rave for emergency notifications and regular notifications.

CHC Campus Technology Committee

- Finalizing the Campus Technology Strategic Plan
- Upgrading the Core Network
- Creating a WIFI Heatmap for the campus
- Creating a Fiber Mapping document

SBVC Campus Technology Committee

- Upgrading the Core Network
- Creating a WIFI Heatmap for the campus
Creating a Fiber Mapping document

XIII. Committee Self-Evaluation Update

H. Ford will send out the committee self-evaluation survey to the committee today. The survey is anonymous, will be open for two weeks, and results will be reviewed in the next meeting.

XIV. Future Meeting Agenda Items

- A. May 11, 2023- Review of 2022-23 committee self-evaluation results
- B. May 11, 2023- Year-end Review
- C. May 11, 2023- Common Application
- D. May 11, 2023- IEAC Priorities for 2023-2024
- E. Fall 2023- Data Warehousing

XV. Next Meeting

Thursday, May 11, 2023, at 10:00 a.m.

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

XVI. Adjournment

Meeting adjourned at 11:19 a.m.

Recorder:

Daniella Esparza
Senior Executive Administrative Assistant
Education & Student Support Services