



INSTITUTIONAL EFFECTIVENESS ADVISORY COMMITTEE

Meeting Minutes – May 11, 2023, 10:00 a.m.
Via Zoom: <https://cccconfer.zoom.us/j/91201139260>

I. Call to Order

C. Crew called the meeting to order at 10:04 a.m.

II. Roll Call and Quorum

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

III. Approval of Minutes 04-27-2023

J. Feist moved to approve the minutes with correction from 04-27-2023. H. Ford seconded the motion.

AYES: Unanimous present

NOES: None

ABSENT: G. Sosa, A. Brown, K. Wurtz, D. Humble, K. Harris, R. Zuniga, A. Erving, A. Davis, T. Simpson, S. Horton, and J. Grabow.

ABSTENTIONS: J. Oxendine

IV. Accreditation Update

C. Huston shared a presentation that outlined the changes that have taken place during the year-long process to condense the accreditation standards. A proposed sixteen review criteria are going up for ACCJC approval, which is significantly less than its original twenty-six standards.

It was also noted that we should make sure the mid-term report highlights our efforts to comply with the social justice policy.

V. IEAC Priorities for 2023-24

C. Crew reminded the committee of the IEAC's priorities this year, which included expanding data coaching throughout the district, creating a centralized data warehouse, and establishing groups comprised of all the research teams.

Priorities for the upcoming year will include reevaluating the committee evaluation process & best practices, alignment of surveys, assembly bill tracking, and integration of safe spaces.

VI. Review of 2022-23 Committee Self-Evaluation Results

The committee members were reminded of the committee's commitment to creating a safe space for open discussion and communication of ideas. It is the intent of the committee to improve and in doing so allow all to feel included and heard.

Survey will be redistributed to allow anyone else who would like to provide feedback the opportunity to do so.

VII. EMP Update

A. SBVC

J. Oxendine reported that all strategic planning constituent groups have approved the EMP final draft. SBVC elected to not include an implementation plan in the EMP document to allow flexibility in how the goals are achieved and is looking for guidance as to what is going to be expected from the college president.

B. CHC

O. Sabawi shared that the EMP Final draft was approved by Crafton Council and will move forward for approval at the June 8th board meeting.

VIII. DSO Support Plan Update

C. Crew reported that the DSO Support Plan has been presented to IEAC, CHC/SBVC college council, Chancellor's Council, Academic Senates, and Chancellor's Cabinet. Approval was received from constituent groups, and we are also working towards finalizing the DSO plan for board approval. All plans will be taken to the board to showcase our integration.

IX. Districtwide Enrollment Management Subcommittee (DEMS) Update

N. Ornelas reported that during the last DEMS meeting, the conversation was centered around the district's marketing efforts and how the budget connects with planning efforts. The goal for the last meeting will be to align DEMS goals for the upcoming year.

X. DSO Planning & Program Review Subcommittee Update

C. Crew reported that the resource request for EDCT was approved by Cabinet. The request includes security fencing and security cameras/monitoring.

XI. Academic Calendar Subcommittee Update

C. Crew reported that the memo for Juneteenth is at the Human Resources stage for implementation.

XII. TESS Subcommittee Update

L. Bixler reported all updates at the previous IEAC meeting and has no new updates to report at this time.

D. Burns-Peters shared that SBVC is now live on the CVC Exchange for summer registration and onward. SBVC is the 35th campus of the entire system to achieve this accomplishment.

XIII. Future Meeting Agenda Items

- A. Fall 2023- Data Warehousing
- B. Common Application
- C. Legislative Updates and Processes
- D. Master Calendar
- E. Legislative Policy tracking and dissemination of information
- F. Committee Surveys

XIV. Next Meeting Fall 2023

XV. Adjournment

Meeting adjourned at 11:01 a.m.

Recorder:

Daniella Esparza
Senior Executive Administrative Assistant
Education & Student Support Services



Institutional Effectiveness Advisory Committee (IEAC)

Meeting Attendance
May 11, 2023

QUORUM: Definition of Quorum is established by Chancellor's Council. Committees cannot vote or make decisions unless they have met quorum, but in order to encourage participation, committee members can provide a designee or a proxy if they are not able to attend.

<u>yes</u>	1) 50% + one of appointed voting members (not 50% of members plus vacancies).
<u>yes</u>	2) One faculty member from each campus
<u>yes</u>	3) Two persons from each site (CHC, SBVC, DSO)
<u>yes</u>	4) Three of four constituent groups represented (faculty, classified, student, management)

1	VC, Educational and Student Support Services	Nohemy Ornelas	DSO	MAN	1	Present
2	1) District Director Research, Planning & Institutional Effectiveness	Christopher Crew	DSO	MAN	1	Present
3	2) Chief Technology Officer	Luke Bixler	DSO	MAN	1	Present
4	3) Dean of Institutional Effectiveness, Research, and Planning, CHC	Giovanni Sosa	CHC	MAN	1	Absent
5	4) Dean of Institutional Effectiveness, Research, and Planning, SBVC	Joanna Oxendine	SBVC	MAN	1	Present
6	5) Human Resources EEO Representative (<i>appointed by VC HR</i>)	Aysia Brown	DSO	MAN	1	Absent
7	6) Faculty, CHC (<i>appointed by Academic Senate President</i>)	Jeff Schmidt	CHC	FAC	1	Present
8	7) Faculty, SBVC (<i>appointed by Academic Senate President</i>)	Davena Burns-Peters	SBVC	FAC	1	Present
9	8) Management, CHC (<i>Accreditation Liaison Officer. appointed by college president</i>)	Keith Wurtz	CHC	MAN	1	Absent
10	9) Management, SBVC (<i>Accreditation Liaison Officer. appointed by college president</i>)	Dina Humble	SBVC	MAN	1	Absent
11	10) Management (<i>appointed by Management Association</i>)	vacant	DSO	MAN	1	Vacant
12	11) Accreditation Committee Chair, CHC	Keith Wurtz	CHC	MAN	1	Absent
13	12) Accreditation Committee Chair, SBVC	Celia Huston	SBVC	FAC	1	Present
14	13) Classified, CHC (<i>appointed by Classified Senate President</i>)	Ola Sabawi	CHC	CLA	1	Present
15	14) Classified, SBVC (<i>appointed by Classified Senate President</i>)	John Feist	SBVC	CLA	1	Present
16	15) Professional Development Coordinator or designee, CHC	Kashaunda Harris	CHC	FAC	1	Absent
17	16) Professional Development Coordinator or designee, SBVC	Rania Hamdy	SBVC	FAC	1	Present
18	17) Confidential Group (<i>by position, EA Office of the Chancellor</i>)	Heather Ford	DSO	CON	1	Present
19	18) CSEA Representative, CHC (<i>appointed by CSEA</i>)	Ruby Zuniga	CHC	CLA	1	Absent
20	19) CSEA Representative, SBVC (<i>appointed by CSEA</i>)	Christie Gabriel	SBVC	CLA	1	Present



Institutional Effectiveness Advisory Committee (IEAC)

Meeting Attendance
May 11, 2013

21	20) CSEA Representative, DSO (<i>appointed by CSEA</i>)	Myung Koh	DSO	CLA	1	<i>Present</i>
22	21) CTA (<i>appointed by CTA</i>)	Byron Williams	SBVC	FAC	1	<i>Present</i>
23	18) Black Faculty & Staff Association (<i>appointed by BFSA President</i>)	Allan Erving & Ariel Davis	SBVC	CLA	1	<i>Absent</i>
24	19) Latino Faculty, Staff, & Administrators Association (<i>appointed by LFSAA President</i>)	Ty Simpson Proxy: Ernest Guillen	CHC	CLA	1	<i>Absent</i>
25	20) Associated Student Government President or designee, CHC	Savannah Horton	CHC	STU	1	<i>Absent</i>
26	21) Associated Student Government President or designee, SBVC	Byron Stafford proxy: Nelva Ruiz Martinez	SBVC	STU	1	<i>Present</i>
27	21) Asian Pacific Islander Association (<i>appointed by APIA President</i>)	Jimmy Grabow	CHC	CLA	1	<i>Absent</i>
28	21) Police Officer Association (<i>appointed by POA President</i>)	Vacant	DSO	CLA	0	<i>Vacant</i>
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