



INSTITUTIONAL EFFECTIVENESS ADVISORY COMMITTEE

Meeting Minutes – May 17, 2024, 9:00 a.m.
Via Zoom: <https://cccconfer.zoom.us/j/91201139260>

I. Call to Order

N. Ornelas called the meeting to order at 9:05 a.m.

II. Roll Call and Quorum

D. Esparza recorded the roll call and quorum was not met for this meeting.

III. Approval of Minutes 04-25-2024

Tabled for the next scheduled meeting.

IV. Annual Committee Evaluation Survey Results

The results of the Annual Committee Evaluation Survey were reviewed, providing valuable insights into both successful areas and areas requiring improvement. These findings will be crucial in shaping the focus for the upcoming academic year.

V. District Committee Structures

The proposed revised structure was presented to reflect changes to the governance advisory committees in relation to the districtwide mission and work. The District Facilities Committee will be removed, as the colleges already have facilities meetings with district representation. Additionally, work groups, such as DAWG and MIS, have been identified and removed from the committee structure as they are specific in nature and do not have any governance-related responsibilities.

To enhance participation and better synchronize with campus committee meetings, we will be adjusting the meeting times and frequencies for several committees.

Feedback:

Workgroups should have a process in place for vetting items that need collegial consultation.

VI. Districtwide Enrollment Management Subcommittee (DEMS) Update

DEMS received information about the 2024 Fact Book, which includes data about Distance Learning, Enrollment Trends, FTES, Institutional Data Service Area, Student Demographics, and Student Outcomes. In the upcoming year, the committee will be prioritizing initiatives aimed at stabilizing enrollment numbers. This will involve analyzing the factors contributing to fluctuating enrollment and implementing strategies to

ensure a more consistent and sustainable student population.

VII. DSO Planning & Program Review Subcommittee (DSOPPRS) Update

DSOPPRS is closing out the year and continuing to review the 4-Year Self Evaluations. The committee will also be working toward accreditation efforts for the next cycle.

VIII. Academic Calendar Subcommittee Update

Is making progress on the Compressed Calendar efforts, including an updated draft to reflect scheduling and state requirements.

IX. TESS Subcommittee Update

DAWG: Discussing credit for prior learning on transcripts, which has been an ongoing topic that will be postponed until further notice. CHC is experiencing discrepancies with XGPR reporting and will be working with TESS to address those issues.

DE: Discussed moving meetings to Thursday's.
Improved workflow for student implementation of Zoom Student Connect is in the works.
Discussing the uses of AI for teaching purposes.

MIS: Identifying reports that will help the colleges identify areas of errors and look to improve that process.

Feedback:

TESS will be focusing on developing guidance for the implementation of AI and will begin the process of discussing potential policy changes required to effectively address the challenges and opportunities presented by AI.

X. Future Meeting Agenda Items

- A. Districtwide Committee Schedule Synchronization (Fall 2024)
- B. Lightcast Environmental Report (Fall 2024)
- C. Vision 2030 Alignment Discussion (Fall 2024)
- D. Governance Manual (Fall 2024)

XI. Next Meeting

To reconvene Fall 2024.

XII. Adjournment

Meeting adjourned at 9:50 a.m.

Recorder:

Daniella Esparza
Senior Executive Administrative Assistant
Education & Student Support Services