INSTITUTIONAL EFFECTIVENESS ADVISORY COMMITTEE

Meeting Minutes – February 27, 2025, 1:00 p.m.
Via Zoom: https://cccconfer.zoom.us/j/91201139260

I.   Call to Order

II.   Roll Call and Quorum Confirmation

D. Esparza recorded the roll call, and quorum was met for this meeting.

III.   Approval of Minutes 10/24/2024 & 11/25/2024 by consensus.

IV.   Survey Scheduling

C. Crew identified the necessity of establishing a centralized scheduling system for all survey activities. These efforts will aim to prevent overlapping surveys, enhance transparency regarding the scheduling process, and facilitate the development of surveys that adhere to industry best practices. By creating a unified calendar, the team intends to improve coordination among survey teams, ensuring that resources are allocated efficiently and that all stakeholders are informed of upcoming survey timelines. This strategic approach is designed to streamline operations, enhance communication, and ultimately lead to more effective survey outcomes.

V.   Enrollment Dashboard

The enrollment dashboard will provide a comprehensive overview of district-wide enrollment metrics. This tool will facilitate the monitoring of enrollment trends and assist in understanding patterns that are essential for student intervention and retention strategies. Additionally, it will contribute to the aggregation of a singular data point for informed decision-making.

VI.   Academic Calendar Subcommittee Update

The Academic Compressed Calendar was completed and recently was updated to include July. Moving forward, the district will work on the calendars 3-4 years out to allow time to build them out.

VII.   Districtwide Enrollment Management Subcommittee (DEMS) Update

The committee finalizes its goals and will assemble an enrollment 101 presentation.

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

Currently reviewing resource requests.

IX.   TESS Subcommittee Update

A. DAWG: Discussed the issue of fraudulent applications. To address this problem, SBCCD implemented an AI solution to detect and flag suspicious submissions more effectively. This tool has shown impressive results, significantly reducing the number of fraudulent cases.
B. DECC: Reviewed AI Webinars
C. CTC: Reviewed their campus technology plan for progress.
D. STC: Discussed their needs for the new technology building.

X.   Future Meeting Agenda Items

A. Vision 2030 Alignment Discussion (Spring 2025)
B. Scorecard Update – SBVC and CHC (Spring 2025)

XI.   Next Meeting

March 27, at 1:00 p.m. via Zoom.

XII.   Adjournment

Meeting adjourned at 1:51 p.m.

Recorder:

Daniella Esparza Jaime
Senior Executive Administrative Assistant
Educational and Student Support Services