



INSTITUTIONAL EFFECTIVENESS ADVISORY COMMITTEE

Meeting Minutes – February 26, 2026, 10:00a.m.

Via Zoom: <https://sbccd->

[edu.zoom.us/j/83682837792?pwd=kW4cDPwHNLYjgzYFQd8TWE0yGcXV4h.1](https://sbccd-edu.zoom.us/j/83682837792?pwd=kW4cDPwHNLYjgzYFQd8TWE0yGcXV4h.1)

I. Call to Order

Nohemy Ornelas called the meeting to order at 10:05 a.m.

II. Roll Call and Quorum Confirmation

Carol Gonzalez recorded the roll call, and quorum was not met for this meeting.

III. Approval of Minutes from 12/18/2025

The minutes were tabled for the next meeting as quorum was not met.

IV. Data Governance Updates

Christopher Crew reviewed the data governance cycle. This includes collection, storage, processing, reporting, decision use, retention and archiving, and disposition. Data governance is the responsibility of all districtwide employees.

Information was provided regarding the distinction between data governance responsibilities for Institutional Research (IR) and Information Technology (IT).

Institutional Research (IR)	Information Technology (IT)
Data Definitions & Metrics	Systems & Integrations
Data Quality & Certification	Security & Access Controls
Resolve Discrepancies	Performance & Backups
Design Official Reports	Automate Data Pipelines
	Privacy, Security, & Retention

V. Other Topics

ERP Modernization Project presentation by Luke Bixler and Elaine Harman.
Luke introduced Elaine Harman, ERP Project Manager.

Enterprise Resource Planning is bringing together our student system (via Colleague), HR/payroll, and the Business/Finance office (via County and Oracle) all together into one system. This ERP will also be able to leverage new technologies within this all-in-one data warehouse.

Luke and Elaine have already conducted the vendor product demonstration and the Modernization Project kickoff meetings. The next steps, conducted from March through August, will be the strategic alignment meeting and the business process and gap analysis meeting.

Wiki.sbccd.edu/modernization is the ERP website for District employees to utilize for up-to-date project information.

Elaine and Luke started hosting information and discovery sessions with the district committees and college senates as part of an awareness campaign.

VI. Adjournment

Nohemy Ornelas adjourned at 10:34am.

VII. Next Meeting

March 26, 2026, at 10:00 a.m. via Zoom.
Review of committee structure

Recorder:

Carol Gonzalez
Senior Executive Administrative Assistant, Educational & Student Support Services

Attendance:
Dr. Christopher Crew
Dr. Nohemy Ornelas
Luke Bixler
Carol Gonzalez
Aida Gil
Melita Caldwell-Betties
Dr. Myung Koh
Gabriel Martinez
Christie Gabriel-Millette
Dr. Aysia Brown
Elaine Harman
Shari Blackwell
Andrea Hecht