



District Institutional Effectiveness Committee

MINUTES

Thursday, September 26, 2019

10:00 a.m. – 11:30 p.m.

SBCCD Boardroom

114 S. Del Rosa Dr., San Bernardino, CA 92408

Members Present:

Jeremiah Gilbert (Chair, SBCCD)	Artour Aslanian (CHC)	Christopher Crew (SBCCD) - recorder	Richard Galope (SBCCD)
Celia Huston (SBVC)	Judy Rodriguez (SBVC)	James Smith (SBVC)	Jose Torres (SBCCD)
Luke Bixler (SBCCD)	Michael Layne (Guest)	Sipel Tahai (Guest)	

Agenda Items	Minutes
1. Call to Order	Call to order at 10:05 a.m. by J. Gilbert (Chair)
2. Review of Minutes	Minutes from 08/22/19 approved by consensus. C. Huston noted that her name was misspelled L. Bixler noted that his last name was misspelled
3. Accreditation Updates	C. Huston reported that the ISER for SBVC is almost complete
4. District Strategic Plan Objective with Targets	<p>J. Gilbert reported that we have 4 goals with objectives, and some objectives have sub-objectives with targets. There are a few problems (1) some targets have already been met (2) some objectives/targets are no longer being measured because the state did away with the data (e.g. scorecard).</p> <p>J. Gilbert reported that he worked with the researchers at the district, and both campuses, to develop new objectives and targets. If approved, he will submit the changes as an addendum to the current strategic plan. It will explain why the changes happened and be added as an appendix.</p> <p>C. Huston proposed updating the District Strategic pan to have language that includes the colleges in the goals. She suggested adding language to say, “the district will support the colleges in XYZ ...” before each objective/Goal. J Gilbert noted that these goals and objectives were written and established “collegially” in 2016 and his only goal is to update the targets. More substantial changes will be made when the new plan is written. Committee agreed to just reword objectives to say, “support the colleges in XYZ ..”</p>

	<p>J. Gilbert proposed dropping or editing Objectives 1.1.3 and 1.1.4. 1.1.3 - 100% SEP completion is too high given that we need a better student information system track them and we can't reliably identify non-exempt students. Committee agreed that objective should be modified to say, "we will increase the number of ED Plans each year" and remove the reference to 100% completion. 1.1.4 – Increase percent of students that "complete" their ED Plan to 50%. Problem is that we can measure "completion" because we don't have a measurable definition of "complete" and we no longer use Ellucian to track Ed Plans. Committee agreed to put this one on hold until we get a better definition and tracking methodology.</p> <p>1.2.1 and 1.2.2 are 3-year Math and English throughput rate. Vision for Success now says it should be 1 year, so J. Gilbert proposed to say, "continue to increase the number of students that complete transfer-level math and English". Committee agreed.</p> <p>2.1.1. Annual Resident FTES increase to 15,500: Target already met, and target is 2019-2020 but should be changed to 2021-2022. Committee agreed to say "support colleges" but also change language remove specific target to allow flexibility to adjust up or down based on the new funding formula (use the word maximize RFTES and remove the word increase). Target will now be based on the multi-year forecast provided by the state chancellor.</p> <p>2.1.2 Market Share: Current target is to increase to 74% by 2019-2020 but should say 2021-2022 and can't find the source for the baseline nor the 74% target. Committee agreed to recompute the baseline and target (now 66%).</p> <p>2.2.3 developmental FTES – Committee agreed to cut this one because AB705 is going to significantly reduce this.</p> <p>2.2.1 Transfer FTES: Target Already met. As effect of AB 705 on transfer FTES is known, suggestion made to replace with "increase the number of certificates awarded." Target to be developed.</p> <p>2.2.2 CTE FTES: change language to say, "increase the number of students completing 9+ CTE units". Target to be developed.</p> <p>J. Gilbert will bring revisions to next meeting as an addendum to the District Strategic Plan.</p>
<p>5. District Enrollment Management Committee</p>	<p>J. Gilbert proposed disbanding the District Enrollment Committee (hasn't met since July 2018). Institutional Effectiveness Committee agreed to disband and let the campuses handle enrollment management. Some responsibilities will be delegated to the Institutional Effectiveness Committee. J. Gilbert will take this recommendation to District Assembly.</p>

6. Staffing Processes	<p>J. Gilbert proposed not having a comprehensive staff plan. Just have a plan for how to address growth, retirements, resignations.</p> <p>C. Huston said that SBVC wants a comprehensive Staffing Plan. They want to ensure that there is a process in place where they can hire people that the program review process says are needed.</p>
7. Long-term Growth Priorities/Forecasting	<p>J. Gilbert proposed finding better data that allows us to identify circumstances that would require/trigger some growth processes (e.g., hiring more counselors because of promise growth) and allow us to better prioritize what is done.</p>
8. Other/Future Agenda Items	<p>C. Huston proposed bringing in ACCJC Standard 4D for review.</p>
9. Next Meeting	<p>Thursday, October 24, 2019 at 10:00 a.m. SBCCD Boardroom (New Location)</p>
10. Adjourn	<p>Meeting adjourned at 11:30 a.m.</p>