# Institutional Effectiveness Committee Agenda
## November 4, 2024
## 2:10 - 4 pm

**Meeting Location: Web Conferencing via <u>Zoom</u>**

**Chairs:** Chris Gibson, Instructional/ Student Services Deans
Simantini Karve, Academic Senate
Karen Wong, Coordinator of Institutional Effectiveness

**Members:**
Rachel Bell, Language Arts Representative
Kalia Chavez, Strategic Partnerships and Workforce Development Representative
Michael Cross, Language Arts Representative
Melanie Espinueva, Student Equity & Support Programs Representative
Gerson Fernandez, Associated Students of Skyline College Representative
Sarah Guth, Science, Technology, Engineering & Math Representative
Evan Leach, Science, Technology, Engineering & Math Representative
Wendy Lee, Classified Senate Representative
Katie Manbachi, Social Sciences/ Creative Arts Representative
Leah McGlaughlin, Business, Education & Professional Programs Representative
Zahra Mojtahedi, Planning, Research, and Institutional Effectiveness Representative
Thanh Nguyen, Global Learning Programs & Services Representative
Sha' Kuana Ona, Student Services Counseling Representative
Mike Sharabi, Kinesiology/ Athletics/ Dance Representative
Niruba Srinivasan, Management Council Representative
Kwame Thomas, Student Services Counseling Representative
Gavin Townsley, Academic Support and Learning Technology Representative
Ingrid Vargas, Dean of Planning, Research and Institutional Effectiveness Representative
Suji Venkataraman, Business, Education & Professional Programs Representative

**Vacant:** Enrollment Services representative (Fall), Social Sciences/Creative Arts representative

**Resource**: Becky Threewit, Planning, Research and Institutional Effectiveness (Recorder)

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### Action Item(s)

| Topics | Presenter(s) | Time |
|---|---|---|
| 1. Approve November 4, 2024 Agenda | Simantini | 2 min |
| 2. Approve October 28, 2024 Minutes | Simantini | 2 min |

## Discussion/Report

| Topics | Presenter(s) | Time |
|---|---|---|
| 3. Announcements (below) | Simantini | 5 min. |
| 4. Action Item: Should the Share Outs be consolidated to one day? | Chris Gibson and IEC Members | 10 min |
| 5. Instructional Course Outcomes Assessment Calendar-Replace current three-year calendar? | Karen Wong and IEC Members | 25 min |
| 6. CPR Team Workshop on Writing Program Goals | Karen Wong and the CPR Teams | 60 min. |
| **Announcements**<br><br>Reminder: Programs should align their program goals with the relevant EMP Goals. They can draw from the PRU user guide, p.8, for how to do so.<br><br>Optional Annual Resource Requests (ARRs) are due by November 15 via the Platform. Requests must be connected to a program goal, and requestors are highly encouraged to confer with their dean about the requests.<br><br>Upcoming Meetings on the 2nd and 4th Mondays except where indicated from 2:10 – 4 pm. Please accept outlook invitations for: November18 (3rd), January 27, February 10 & 24, March 10 & 24, April 14 & 28 (in-person), May 12 | | |