

**Institutional Effectiveness Committee Agenda**

**February 24, 2025**

**2:10 - 4 pm**

**Meeting Location: Web Conferencing via Zoom**

**Chairs:** Torria Davis, Instructional/ Student Services Deans  
 Tony Viertel, Academic Senate  
 Karen Wong, Coordinator of Institutional Effectiveness

**Members:**

Rachel Bell, Language Arts Representative  
 Kalia Chavez/ Laura DeKelaita, Strategic Partnerships and Workforce Development Co-reps  
 Michael Cross, Language Arts Representative  
 Melanie Espinueva, Student Equity & Support Programs Representative  
 Gerson Fernandez, Associated Students of Skyline College Representative  
 Stephen Fredricks, Science, Technology, Engineering & Math Representative  
 Chris Gibson, Management Council Representative  
 Evan Leach, Science, Technology, Engineering & Math Representative  
 Wendy Lee, Classified Senate Representative  
 Leah McGlaughlin, Business, Education & Professional Programs Representative  
 Zahra Mojtahedi, Planning, Research, and Institutional Effectiveness Representative  
 Thanh Nguyen, Global Learning Programs & Services Representative  
 Mike Sharabi, Kinesiology/ Athletics/ Dance 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  
 Lauren Wagner, Enrollment Services Representative

**Vacant:** Business, Education & Professional Programs Representative (1), Social Sciences/Creative Arts representatives (2), Student Services Counseling Representative

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

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**Action Item(s)**

<b>Topics</b>	<b>Presenter(s)</b>	<b>Time</b>
1. Approve February 24, 2025 Agenda	Torria Davis	2 min
2. Approve February 10, 2025 Minutes	Torria	2 min

**Discussion/Report**

<b>Topics</b>	<b>Presenter(s)</b>	<b>Time</b>
<p>3. CPR Share Outs</p> <p>Action Item: Provide all Share Out questions to CPR representative to choose two</p> <p>Action Item: Approve the proposed format</p>	<p>Tony Viertel and IEC members</p>	<p>20 min.</p>
<p>4. Time to connect with IEC CPR partner about feedback on the CPR checklist</p>	<p>Torria and IEC members</p>	<p>20 min</p>
<p>5. Feedback on the CPR draft to the program faculty/ staff</p>	<p>Karen, IEC members and CPR faculty/ staff</p>	<p>60</p>
<p><b>Announcements</b></p> <ul style="list-style-type: none"> <li>• Optional: CPR Curriculum Components with the Curriculum Committee on Wednesday, March 5, from 2:10- 4 pm in 5-134</li> <li>• Upcoming Meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays except where indicated from 2:10 – 4 pm. Please accept outlook invitations for: March 10 &amp; 24, April 14 (in-person) &amp; 28, May 12.</li> </ul>		