

Minutes of Institutional Effectiveness Committee
Held on August 26, 2024 | 2:10-4:00 p.m.
Zoom: <https://smccd.zoom.us/j/84799776282>

Chairs Present: Chris Gibson, Simantini Karve, Karen Wong

Members Present: Rachel Bell, Michael Cross, Laura DeKelaita, Melanie Espinueva+Aure, Sarah Guth, Katie Manbachi, Leah McGlaughlin, Zahra Mojtahedi, Thanh Nguyen, Kwame Thomas, Suji Venkataraman, Lauren Wagner

Members Absent: Evan Leach, Sha' Kuana Ona, Mike Sharabi, Ingrid Vargas

Resource Persons Present: Becky Threewit (Recorder)

1. GENERAL FUNCTIONS

1.1. Call to Order

Karen Wong called the regular meeting to order at 2:14 p.m.

2. ACTION ITEM(S)

2.1. Approve Agenda

A motion was made by Lauren Wagner and seconded by Melanie Espinueva+Aure to approve the August 26, 2024 meeting agenda. Motion carried unanimously.

3. DISCUSSION/REPORT

3.1. Popcorn Connections:

Committee members introduced themselves and told which Olympic sport they would compete in.

3.2. Introduction to IEC:

Committee Tri-chairs provided an introduction to the IEC and a review of member roles, highlighting last year's accomplishments and this year's goals. Committee members shared their thoughts on their roles as representatives in their divisions. The [presentation slides](#) can be viewed on the IEC website.

3.3. Onboarding for New Members:

Committee Tri-chair Chris Gibson inquired as to whether any committee members have interest in helping onboard new members. None volunteered.

4. ANNOUNCEMENTS

Upcoming Meetings on the 2nd and 4th Mondays except where indicated from 2:10 – 4 pm.

Please accept outlook invitations for: September 9 & 23, October 14 & 28, November 4 & 18 (1st and 3rd), January 27, February 10 & 24, March 10 & 24, April 14 & 28 (in-person), May 12.

5. ADJOURNMENT

There being no further agenda items, the meeting concluded at 3:20 pm.