



**Minutes of Institutional Effectiveness Committee  
Held on January 25, 2021, 2:10 p.m. - 4:00 p.m.**

**Zoom:** <https://smccd.zoom.us/j/98180170001>

**Chairs:**

Karen Wong, Chris Gibson

**Members Present:**

Steve Aurilio, Marianne Beck, Tony Brunicardi, Vincent Chandler, Michael Cross, Stephen Fredricks, Thomas Gower, Evan Leach, Zahra Mojtahedi, Athena Nazario, Gabriela Nocito, Ruben Parra, Alexandra Raefsky, Danni Redding Lapuz, Tiffany Schmierer, Ingrid Vargas, Chikako Walker (substituting for Russell Waldon)

**Members Absent:**

Kwame Thomas

**Resource:**

Belinda Chan (Recorder)

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**GENERAL FUNCTIONS**

**I. Call to Order**

Karen Wong called the regular meeting to order at 2:13 p.m.

**II. Approval of Agenda**

A motion was made by Steve Aurilio and seconded by Marianne Beck to approve the January 25, 2021 Agenda. Motion carried unanimously.

**III. Approval of Minutes**

No amendment made to the November 23, 2020 minutes. The minutes stand approved.

**REPORT/ DISCUSSION**

**IV. New Administrative Co-Chair, Chris Gibson**

The Institutional Effectiveness Committee (IEC) has changed to a Co-Chair leadership with Chris Gibson, Dean of Language Arts, being the administrative Co-Chair beginning spring 2021. Chris Gibson introduced himself.

**V. Review and Update the IEC Charge**

[Integrated Planning and Resource Allocation Model](#) was presented.

The [revised IEC Charge](#) was presented and discussed.

**ACTION ITEM**

**VI. Vote on recommendation of IEC Charge**

Members moved forward the IEC charge recommendation to Strategic Planning and Allocation of Resources Committee (SPARC)/ College Governance Council (CGC)/ College President for approval. Motion carried unanimously with one abstention.



## REPORT/ DISCUSSION

### VII. Revisit ACCJC Metric Goals

The ACCJC Annual Report requires all colleges to set and review their attainment of metric goals. Ingrid Vargas presented the past submitted goals and the actual success rates for each year. After discussion, members recommended institutional-set standards (floor) and aspirational (stretch) goals as listed in the action item below.

## ACTION ITEM

### VIII. Vote on recommendation of ACCJC Metric Goals

Members recommended that we forward the following to the SPARC/CGC/ College President for approval:

- Course Completion Institution Set Standard at 75% and Aspirational Goal at 78% – Motion carried with 15 approving and one disapproving.
- Certificate Institution Set Standard at 42% and Aspirational Goal at 45% - Motion carried unanimously.
- Associate Degree Institution Set Standard at 18% and Aspirational Goal at 20% - Motion carried unanimously.
- Transfer to Four - Year College/University Institution Set Standard at 12% and Aspirational Goal at 14% - Motion carried unanimously.

## REPORT/ DISCUSSION

### IX. Fall 2020 Student Survey on Online Learning and Student Engagement During the COVID-19 Pandemic

Ingrid Vargas presented [survey findings](#).

## ANNOUNCEMENTS

Instructional programs should review and update course SLO mapping to ISLOs by the end of the semester. For assistance, reach out to Karen Wong and keep an eye out for announcements on work sessions.

IEC will start meeting twice a month beginning in spring 2021. Please designate the following Mondays for the 2020/2021 IE Committee meetings that typically take place on the second and fourth Mondays from 2:10- 4 pm via zoom: February 8, February 22, March 8, March 22, April 12, April 26, May 10. Outlook invitations were sent.

## NEXT REGULAR MEETING

The next regular meeting will be held on February 8, 2021 via Zoom from 2:10 p.m. to 4:00 p.m.

## ADJOURNMENT

There being no further business, Ruben Parra moved to adjourn the meeting, which was seconded by Gabriela Nocito. The first meeting of spring 2021 was adjourned at 4:03 p.m.