



**Institutional Effectiveness Committee Agenda**  
**October 25, 2021, 2:10- 4 / via Zoom. - <https://smccd.zoom.us/j/81437528416>**

Chairs: Chris Gibson, Dean of Language Arts

Karen Wong, Coordinator of Institutional Effectiveness, PRIE

Rika Yonemura-Fabian, Academic Senate

Members: Steve Aurilio, Social Sciences/ Creative Arts Representative

Grace Beltran, Business, Education, and Professional Programs Representative

Vincent Chandler, Language Arts Representative

Kevin Corsiglia, Kinesiology, Athletics and Dance Representative

Michael Cross, Language Arts Representative

Ricardo Flores, Classified Senate Representative

Stephen Fredricks, Science, Technology, Engineering & Math Representative

Andrea Fuentes, Academic Support and Learning Technology Representative

Tara Grover, Associated Students of Skyline College Representative

Jenny Le, Student Services Counseling Representative

Evan Leach, Science, Technology, Engineering & Math Representative

Zahra Mojtahedi, Planning, Research, and Institutional Effectiveness Representative

Alexa Moore, Strategic Partnerships and Workforce Development Representative

Ellen Murray, Student Services Counseling Representative

Athena Nazario, Academic Support and Learning Technology Representative

Ruben Parra, Business, Education, and Professional Programs Representative

Kim Saccio, Student Equity & Support Programs/ Academic Senate Representative

Chantal San Felipe, Associated Students of Skyline College Representative

Christina Shih, Social Sciences/ Creative Arts Representative

Ariackna Soler/ Claudia Acevedo, Enrollment Services Co-Representatives

Ingrid Vargas, Dean of Planning, Research and Institutional Effectiveness

Russell Waldon, Dean of Global Learning Programs and Services

Vacant: College Management Council    Resource: Belinda Chan, Admin. Asst., PRIE (Recorder)



**Action Item**

<b>Topics</b>	<b>Presenters</b>	<b>Time</b>
I. Approve Agenda	Yonemura-Fabian	2 min.
II. Approve October 11 Minutes	Yonemura-Fabian	2 min.

**Reports/ Discussions**

<b>Topics</b>	<b>Presenters</b>	<b>Time</b>
III. Institutional Student Learning Outcome (ISLO) Assessment Schedule	Wong	10 min.

**Action Item**

<b>Topics</b>	<b>Presenters</b>	<b>Time</b>
IV. Vote on the College enacting the proposed ISLO schedule	Members	5 min.

**Reports/ Discussions**

<b>Topics</b>	<b>Presenters</b>	<b>Time</b>
V. Review the <a href="#">Effective Communication ISLO</a> , to be voted on at the November 22 IEC meeting	Wong & Members	15 min.
VI. Review the CPR Checklists, to be voted on at the Nov. 22 meeting	Gibson & Members	30 min.
A. <a href="#">Instructional CPR Checklist</a>		
B. <a href="#">Student/ Learning Support Services Checklist</a>		
VII. Familiarize yourself with the program through its program review documents and data packets	Yonemura - Fabian & Members	50 min.



## **Announcements**

### **Topics**

- VIII. Annual Resource Requests are due by November 15.
  - A. Work with your dean to add your item to the spreadsheet.
  - B. Resource requests need to be associated with a goal and implementation step that are referenced in program reviews.
  
- IX. IEC meetings next year are the second and fourth Mondays except where indicated, from 2:10 – 4: November 8 & 22, January 31, February 14 & 28, March 7 & 21 (1<sup>st</sup> and 3<sup>rd</sup> due to spring break), April 11 & 25, May 9. Outlook invitations were sent.