



Institutional Effectiveness Committee Agenda

March 21, 2022, 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

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

Evan Leach, Science, Technology, Engineering & Math Representative

Zahra Mojtahedi, Planning, Research, and Institutional Effectiveness Representative

Alexa Moore/ Joseph Adams, Strategic Partnerships & Workforce Development Co-Representatives

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

Chikako Walker, College Management Council/ International Student Program Representative

Vacant: Counseling, Language Arts

Recorder: Becky Threewit, PRIE (Recorder)



Action Item

| Topics | Presenters | Time |
|-----------------------------|------------|--------|
| I. Approve Agenda | Wong | 2 min. |
| II. Approve March 7 Minutes | Wong | 2 min. |

Reports/ Discussions

| Topics | Presenters | Time |
|---|--------------------------------|--------|
| III. Feedback on Effective Communication Rubric | Cross, Fuentes & Members | 30 min |

Action Item

| Topics | Presenters | Time |
|---|------------|--------|
| IV. Vote on recommending that the College adopt the revised Effective Communication ISLO rubric | Members | 5 min. |

Reports/ Discussions

| Topics | Presenters | Time |
|---|-------------------|---------|
| V. CPR Consultation from 3- 4 (If you arrange for an alternative time to meet with your team , please let the IEC tri-chairs know.) | Wong & Members | 60 min. |

Announcements

- Topics**
- VI. To prepare for the presentations, minimally be prepared to comment or pose a question to the CPR group you supported.
- VII. During and after the presentation, add observations to the end-of-the-year report that we will present to the Academic Senate and the Strategic Planning and Allocation of Resources



Topics

Committee. They'll pertain to the following: (a) major insights, (b) common challenges, (c) innovative/ best practices, (d) exemplars of collaboration between programs.

VIII. Invite your colleagues to attend the CPR Presentations in April.

IX. Optional: Attend the Curriculum Committee's "Curriculum Mystery" workshop on April 6, 2:10 – 4. Outlook invitations were sent.

X. IEC meetings are the second and fourth Mondays except where indicated, from 2:10 – 4: April 11 & 25, May 9. Outlook invitations were sent. If you're unable to serve on the IEC next year, please actively seek a replacement to represent your division.