



**Minutes of Institutional Effectiveness Committee
Held on February 28, 2022, 2:10 p.m. - 4:00 p.m.**

Zoom: <https://smccd.zoom.us/j/81437528416>

Chairpersons: Chris Gibson, Karen Wong, Rika Yonemura-Fabian

Members Present:

Joseph Adams, Claudia Acevedo, Steve Aurilio, Kevin Corsiglia, Michael Cross, Ricardo Flores, Stephen Fredricks, Andrea Fuentes, Tara Grover, Evan Leach, Zahra Mojtahedi, Alexa Moore, Ellen Murray, Athena Nazario, Ruben Parra, Kim Saccio, Chantal San Felipe, Christina Shih, Ariackna Soler, Ingrid Vargas, Russell Waldon, Chikako Walker,

Guests Present: Lindsey Ayotte, Raul Amaya, Lorraine DeMello, Jacquie Escobar, Melanie Espinueva, Kenny Gonzalez, Jessica Hurless, Joyce Lee, Flor Lopez, Mandy Lucas, Jose Milan, Nate Nevado, Beatriz Qura del Rio, Karmann Robbins, Elayne Rodriguez, Brittney Sneed, Alberto Santellan, Lori Slicton, Chad Thompson, Hellen Zhang

Member Absent:

Grace Beltran (on leave), Athena Nazario, Chantal San Felipe, and Ariackna Soler (co-represents Enrollment Services)

Resource:

Becky Threewit (Recorder)

GENERAL FUNCTIONS

I. Call to Order

Rika Yonemura-Fabian called the regular meeting to order at 2:14 p.m.

II. Approval of Agenda

A motion was made by Ruben Parra and seconded by Ellen Murray to approve the February 28, 2022 agenda. Motion was approved with two abstentions.

III. Approval of Minutes

A motion was made by Kim Saccio and seconded by Chris Gibson to approve the February 14, 2022 minutes. The motion was approved with two abstentions.

REPORT/ DISCUSSION

IV. Comprehensive Program Review Orientation

Karen Wong and Chris Gibson facilitated the Comprehensive Program Review Orientation. Committee members and program cohorts discussed workshop outcomes, which included assessing program needs and making program improvements. All reviewed the purpose of Comprehensive Program Review, changes to the program review process, and more detailed elements of the CPR process. Members shared on [Padlet](#) some of their programs' achievements since their previous CPR cycle. Members then split into two larger groups—Student Service Programs, and Instructional Programs—to discuss inquiry particular to access and

effectiveness, including two case studies.

Members reconvened in the large group to discuss action plans that include identification of challenges, concerns, and areas where further research is needed. Members reviewed the recommended CPR timeline of completion, with an emphasis on important dates and deadlines. The PowerPoint presentation, which includes specific dates, will be provided to attendees.

ANNOUNCEMENTS

- V. Optional for IEC members: Attend the Curriculum Committee's "Curriculum Mystery" workshop on April 6, 2:10 – 4 (Outlook invitations were sent)

- VI. IEC meetings next year are the second and fourth Mondays except where indicated, from 2:10 – 4: March 7 & 21 (1st and 3rd due to spring break), April 11 & 25, May 9. Outlook invitations were sent.

NEXT REGULAR MEETING

The next regular meeting will be held on March 7, 2022 via Zoom from 2:10 p.m. to 4:00 p.m.

ADJOURNMENT

With no further business, Karen Wong ended the meeting at 4:08 p.m.