



## Institutional Effectiveness Committee

February 12, 2020

3pm-5pm

L137

### Notes

1. Introductions/Review agenda
2. Elect new co-chairs
  - a. President Johnson names Nathan Pellegrin as administrative co-chair
  - b. Dan Lawson elected faculty co-chair and Nathan Pellegrin approved administrative co-chair unanimously
3. Committee Bylaws
  - a. Review bylaws
    - i. There are bylaws for CEMPC in Participatory Governance Handbook
    - ii. Subcommittee to work on updating bylaws: Dan Lawson, Nathan Pellegrin with help from Tom Renbarger
  - b. Need to amend Participatory Governance Handbook (PGH)
    - i. After IEC approves proposed change to bylaws (in March), take to College Council for approval to amend PGH
  - c. Committee membership
    - i. Faculty members: Tom Renbarger, Dan Lawson, Stefani de Vito, Polly Jones, Nghiem Thai (one vacancy per current bylaws)
      - Tom Renbarger will nominate a new faculty member
    - ii. Classified members: Carmen Johnson, Tachetta Henry, (one vacancy)
      - Tachetta Henry will ask the Classified Senate for a new classified member
    - iii. Administrative members: David Johnson, Jason Holloway, Nathan Pellegrin
    - iv. Student members: (one or two vacancies)
4. Accreditation
  - a. President Johnson spoke to Mia Kelly. She is available to help out with Merritt College starting around May 2020. Need to identify resources to pay, depending on need.
  - b. Still working on possibility of Stephanie Harding coming on as accreditation project manager.
  - c. Meeting 2/18 for all members of all standard committees

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5. Spring 2020 Planning Summit
  - a. College Council voted to have planning summit on 4/3/20
  - b. Can use the planning summit (or FLEX day) to produce that we have addressed some of the standards
  - c. Subcommittee to plan the planning summit: Nghiem Thai, David Johnson, Carmen Johnson, Jason Holloway, Nathan Pellegrin, Tom Renbarger
    - i. First meeting: 3/6/20? S435
    - ii. Nghiem will send out a doodle poll
  - d. Motion that we recommend to College Council to amend the Integrated Planning and Budget cycle in the Educational Master Plan to move the Spring planning summit to April.
    - i. TR/NT/unan
6. APU Validation
  - a. Last year, IEC reviewed the goals of each discipline for alignment with college goals
  - b. Tom Renbarger can share the rubric from last year
  - c. Jason Holloway will share access to APUs so we can post them to the website
  - d. Motion to ensure that student services have their Program Reviews and APUs evaluated and reviewed with the same process as instructional programs.
    - i. SDV/TH/unan
  - e. Academic Senate has Program Review as one of the 10+1. Can work with district administration to make the template work for us.
7. Calendar of other IEC responsibilities
8. Review responsibilities taken during meeting
  - a. Subcommittee to work on updating bylaws: Dan Lawson, Nathan Pellegrin
  - b. Tom Renbarger will name new faculty member of IEC
  - c. Tachetta Henry will ask the Classified Senate for a new classified member of IEC
  - d. Subcommittee to plan the planning summit: Nghiem Thai, David Johnson, Carmen Johnson, Jason Holloway, Nathan Pellegrin, Tom Renbarger
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  - f.

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