



Minutes

Committee Name: IEC

Date: February 11, 2019

Time: 2:00 – 4:00 p.m.

Location: MB 318

Present: Ben Beshwate, Lisa Couch, Jill Board, Corey Marvin, Stephanie Brantley, Jaime McClure, Jessica Kawelmacher, Laura Vasquez, Dawn Ward

Absent: Cliff Davis, Suzie Ama, Vivian Baker, Heather Ostash, Sharlene Paxton, Ryan Khamkongsay

1. Call to Order

Time: 2:03 p.m. by Corey Marvin, Vice President of Instruction.

2. Approval of Agenda

Approved with the addition of concerns scheduling brought forth by Ben Beshwate on the behalf of the Academic Senate Executive Council

3. Approval of Minutes and Action Items

Approved.

4. College Goals linked to Vision for Success

Goal 1A: Increase All Students Who Earned an Associate Degree (including ADTs)
Expected in 2021-22 = 296

Goal 1B: Increase All Students Who Earned a Chancellor's Office Approved Certificate
Expected in 2021-22 = 153

Goal 1C: Increase All Students Who Attained the Vision Goal Completion Definition
Expected in 2021-22 = 369

Goal 2A: Increase All Students Who Earned an Associate Degree for Transfer
Expected in 2021-22 = 73

Goal 2B: Increase All Students Who Transferred to a CSU or UC Institution
Expected in 2021-22 = 352

Goal 3A: Decrease Average Number of Units Accumulated by All Associate Degree Earners

Expected in 2021-22 = 79

Goal 4A: Increase Median Annual Earnings of All Students

Expected in 2021-22 = \$30,000

Goal 4B: Increase All Students Who Attained the Living Wage

Expected in 2021-22 = 69%

Action Item: Corey and Lisa to fill out Local Goal Setting in draft form- send to group for discussion

5. Plan of action for addressing the one accreditation recommendation

Free and clear reaffirmation of our accreditation for 7 years, Institutional improvement for the Budget development committee. BDC needs a way to prioritize expenditures when we are out of money and a way to reprioritize expenditures when funding becomes available. Possibly the using the rubric that was developed last semester as a way to guide conversation not as a decision maker.

6. Safety and Security Training

Where we are: We are currently not in compliance and if audited it could result in large fines to the college and KCCD.

Where we need to be:

Training – Cleary Violence against women’s act. Awareness against violence, dating – Look up “VAWA”

Emergency action plan- break all that down. Need to break out sub-sections, Earthquakes, Bomb threats, lock downs, etc. It’s all about how the person reacts whether that be faculty, classified or management.

Training available – to all employees. Need a solution to make the training effective for everyone. Flex training day, willing to train anywhere, anytime, will be flexible. Gives us the tools to succeed.

Action Items:

- *Make an appointment with Academic Senate Executive Council to provide input*
- *Make an appointment with Classified Senate – survey*
- *Needs assessment*
- *Set up a “layered approach” Lunch and learns and Friday trainings.*
- *Flex- general session*
- *Classified Professional Development Day*

7. Update of progress on Quality Focus Action Items

2- Improve onboarding and student achievement of end goal. SSSP is taking the lead on the both.

Improve application to conversion rate.

Corey asked Ryan to pull data from enrollment to census. Information shows only 7% of our students take both evening classes 5:10 and 6:45- mostly welding students.

Guided pathways centered focus. New sub-group looking at effective communication, how often, effective, etc. this is geared towards the on-boarding process.

8. Scheduling Concerns

Ben: "Let the records reflect that the Executive Council would like meetings scheduled around faculty schedules" Sharlene Paxton- why isn't she here? Where is Dawn and Vivian? Suzie Ama?"

Action Item: Corey to send out a Doodle poll regarding scheduling.

9. Review of Action Items

Action Item: Corey and Lisa to fill out Local Goal Setting in draft form- send to group for discussion

Action Items:

- *Make an appointment with Academic Senate Executive Council to provide input*
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- *Needs assessment*
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Action Item: Corey to send out a Doodle poll regarding scheduling.

10. Future Agenda Items

11. Future Meeting Dates

Monday, April 15, 2019 2:00 – 4:00 p.m. | MB318

Monday, May 6, 2019 2:00 – 4:00 p.m. | MB318

12. Adjournment

Time: 4:08 p.m. by Corey Marvin, Vice President of Instruction.

Meeting Chair: Corey Marvin

Recorder: Stephanie Brantley