



Minutes

Institutional Effectiveness Committee

Date: Thursday, May 13, 2021

Time: 3:00 pm – 4:30 pm

Location: <https://cccconfer.zoom.us/j/94160859226?pwd=N2hoZDM4YWlTbWhlaEpBQ0JmV3RXZz09>

Attendees: Ben Beshwate, Lisa Couch, Cliff Davis, Sean Hancock, Jessica Kawelmacher, Jaclyn Kessler, Ryan Khamkongsay, Corey Marvin, Jaime McClure, Yvonne Mills, Sharlene Paxton, Laura Vasquez, Dawn Ward

1. Call to Order

Meeting called to order at 3:02 pm by Corey Marvin

2. Changes/Additions to the Agenda

No change/additions to the agenda

3. Approval of Minutes and Action Items

Minutes approved unanimously

- *Union update regarding PR Author Stipend – it is favorable idea to have some sort of compensation for Program Review authors. The Union wants to discuss the topic with faculty chairs before moving forward. Authors should get credit for time spent writing the Program Review. More information will be available in the fall. The current contract is good until 2023. This topic could be an MOU.*

4. Annual Assessment

- *The annual self-assessment was reviewed. Results from the annual assessment were remarkably consistent amongst all raters. Corey explained the significance of the scores.*
- *Integrated Planning – Rubric statements came from the ACCJC recommendations and language in 2012. Cerro Coso put together a task force to improve the current IP process. The college leaned heavily on language that was in the documents. Back then, ACCJC had a tremendous amount of redundancy and duplication in their own documents. Corey would like to take a deeper dive next year to develop our own rubric statements. Corey solicited feedback regarding IEPI grant scores. Ben felt the information was not as wide-spread as it should have been. Cliff agrees. Scores and the work of IEPI may have been also been negatively impacted by COVID as well. Jaclyn and Cliff spoke to the mistrust between management and faculty. Cliff suggested VPs attend Academic Senate and College Council to present information. Cliff believes faculty would appreciate the administrative presence to field questions and present information. More face to face communication would be beneficial to rebuilding the relationships between admin and faculty. Dr. Hancock is willing to attend those meetings.*
- *Ongoing review and revision of the AUP process. Ben shared it is more about the objective itself. Are an annual thing. PR goal vs Annual IP goal.*
- *Outcomes Assessment – Cerro Coso continues to work with eLumen. There is not an option to extract ILO data. We cannot drill down – hopefully eLumen will be*



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able to provide a report in the future. Results showed improvement. COVID affected OA because some faculty were not comfortable assessing with the current modality. Approximately 74% of the assessments have been completed. At least five classes had planned assessments that disappeared. Faculty entered the info in eLumen and the info disappeared. This year many things have disappeared from eLumen. Dawn is hopeful that eLumen will provide a response and solution soon. Targeted trainings started up again and will continue for the upcoming year. OA is hoping to organize more workshops. Jaime inquired about syllabi being submitted and faculty held accountable. CIC is reports when a program was last assessed and how results informed SLO/PLOs. With eLumen issues, several tasks have been put on hold until the glitches can be worked out. Not much progress has been made, but it is still an ongoing goal. Corey shared that rubric statement #4 is not very clear and he looks forward to refining this statement to make it clear and concise. OA would like to provide more specific individual training with eLumen. Corey shared he gave a score of five. He believes we are doing an awesome job with Outcomes Assessment. Cliff requested to change his score of three to a four.

- Program Review – The committee approved twelve documents over eight programs. Hopefully with increased inclusion of area admin we can encourage more timely completion and get authors caught back up. There are fifteen Program Reviews that are late. The college made-up ground this year. PRC spent a lot of time revamping the template. An online template will not be implemented. Jaclyn would like to have the structure in place first. Jaclyn and IR are facilitating workshops helping authors access their data from Tableau. Faculty want to learn how to break down their data. Academic Senate approved the instructional template and area admin roles & responsibilities document. Will be working on the non-instructional template in the fall. Corey appreciates the time and effort the PRC put in this year, they have done an exceptional job. The workshops developed have proven to be very beneficial. Cliff requested to change the score of two to a four or five. Ben sang his praises to the PR committee for all the work they have done this year.
- Corey opened the floor for any additional comments regarding possible gaps in Institutional Effectiveness. No additional comments.

5. ISEP Unit or Section Plan Update

- ISEP recommendation came back as a section plan. If IEC is okay with that, it will continue to be a recommendation as the section plan. IEC is okay to keep the recommendation as a section plan.

6. Review of Action Items

- Corey to compile Annual Assessment information to create the College Report Card
- Corey to update the IEC listserv

7. Future Agenda Items

No future agenda items suggested



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8. Future Meeting Dates: Fall 2021

Unless there are any objections, meetings will remain on Thursday afternoons. We will make sure the time slot works for everyone throughout the year.

9. Adjournment

Meeting adjourned at 4:17 pm by Corey Marvin

Meeting Chair: Corey Marvin

Recorder: Lacey Navarro