



Agenda

Institutional Effectiveness Committee

Date: Thursday, January 28, 2021

Time: 3:00 pm – 4:30 pm

Location: <https://cccconfer.zoom.us/j/94556596246?pwd=aTRZWlViT3Q3bW1mMmZSUklpb1ZEUT09>

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

1. Call to Order

Meeting called to order at 3:04 pm by Corey Marvin

2. Changes/Additions to the Agenda

No changes/additions to the agenda

3. Approval of Minutes and Action Items

Minutes approved unanimously

AUP Feedback from Outcomes Assessment- autofill prior outcomes whose targets were missed. eLumen PR module is better for department reviews, not program reviews.

4. Elements of Student Success

Elements of Student Success is a report for the district as a whole. The report can be found in the KCCD Data Directory. Cerro Coso's unduplicated headcount is about 10,000, the N seems small because this cohort shows first-time degree seeking students for fall and the non-traditional student counts were removed (incarcerated, dual enrollment, concurrent enrollment). Corey explained the components and data points from the report. The data has morphed through several different appearances, but has stayed consistent. The report can be viewed in granular form using the filters to the right. These extremely informative dashboards can be put to good use when looking at specific components of that cohort. Student success measures are moving in the right direction. The data reflects work done with guided pathways and removing barriers for the students. This also represents the first year of AB705. District IR handles these dashboards and data for the three colleges. This will free up Ryan to focus more on local needs. The district is also creating equity-based dashboards that are slated to roll out at the end of the year. Corey offered to share this information at Classified Senate. Elements of Student Success report is also reviewed at SSSP.

4.1 Strategic Planning Timeline

The college is gathering employees to serve on the strategic planning task force. The composition will be three management, three faculty, and three classified employees, with additional encouragement that all sites are represented (to the extent possible). This task force will get started as soon as the group is complete. Ben is still looking for a representative from ESCC.



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4.2 Budget Documents

We are in the process of a district wide implementation for new budget software to take place of the budget request process currently on the website. One of the big drivers for the move to software solution is the windows upgrade rendered our previous process obsolete. Lisa hopes to share updates at the February or March IEC meeting. Cerro Coso's past practice of sending excel sheets back and forth will be eliminated; all budget review will take place in the software. Corey explained that the college is looking ahead to innovations and revisions for continuous quality improvement with examples being the new budget software and the go-live implementation of our priority rubric. It makes sense to gather all input on the integrated planning process now so all necessary changes can be made at the same time.

5. Data Governance Direction

One of the goals of the IEPI grant is to develop a shared understanding across the college about issues related to data and research. The last IEPI visit produced helpful feedback on what data governance might look like at Cerro Coso. In general, it is a data oversight concept concerning the capability that enables an institution to ensure high data quality and accuracy. Key focus areas: ability, usability, consistency, data integrity, and data security. Many colleges across the state are in the process of creating a Data Governance work group. Ryan shared his ideas on how to move forward and Corey opened the topic up for discussion. Dr. Hancock believes Data Governance could belong with IEC because IEC discusses outcomes, assessments and data on a regular basis. Ben agrees and feels that is a practical approach. Dr. Hancock wondered if a sub-group of the IEC committee could cover this. Cerro Coso has enough committees. Corey supports the idea of a sub-group. The next step is to create a document or handbook for a shared understanding. Ryan will bring some examples of documents and more information for the next meeting.

6. Outcomes Assessment Update

Data is going well. Meeting with faculty chairs has helped tremendously. Outreach endeavors for pre-pre-program review are proving to be successful. Departments are onboarding and the pace is picking up. Approximately 30 courses were assessed last term. Dawn facilitated a training last semester and Rebecca posted the training in the canvas shell. The OA website has been revamped. As new courses assessed, more and more data is uploaded into eLumen. Corey acknowledged the hard work done by Dawn and the Outcomes Assessment Committee.

6.1 ILO Assessment

There is not a way to pull the ILOs as a college. Data can be pulled by department. The next accreditation visit will be in 2025 and they need to be done. We can pull ILOs by department through the mapping, but not as a college. Dawn has been working with John in IR to display ILO data into Tableau. There is one tool in eLumen that shows high-level summary data for the college, but we cannot drill down. eLumen did not have enough data. Within the last year, we have had a big boost in getting data in eLumen. It will continue to be an issue until all programs go through Program Review and data is properly loaded. Everything has been remapped and will be reviewed at the end of every



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year for CIC. Many features do not work as advertised. Adding data is easy and efficient. The issue is extracting the necessary data and reports for analysis. Dr. Hancock is willing to reach out eLumen to express the college's concerns. eLumen representative mentioned they will be offering another virtual eLumenation conference this July.

Corey explained how the outcomes tie together on all levels. One of our obligations under ACCJC is to track outcomes assessment and report on them at the institutional level.

Outcomes:

- Citizenship
- Communication
- Critical Thinking
- Information Competency

7. Program Review Update

AUP feedback discussion took place last term. The conversation turned into how the PR and AUPs should work together. Program review should serve as an umbrella to the AUPs. The plan is to close the loop within the five-year cycle. Jaclyn is working on a new "Frankenstein" template using PC's template as inspiration. She likes the way it is organized, but is still working to ensure our template meets the needs of the college. The PRC is working on creating a clear workflow and checklist to provide to authors at the beginning of their cycle. One program already took advantage of the author workshop. They received positive feedback from that program. Melissa presented the Human Services program review at Academic Senate and it is ready to be presented at College Council. The Access program review will be presented at the next College Council. Heather appreciated all the hard work that the PRC is doing. Coaching and assistance with analysis would prove to be beneficial.

8. Other

The college is gathering feedback and input from several groups in effort to streamline the AUP process and document. Corey would also like to get input from classified and complete the proposed changes before faculty go off contract in the summer.

9. Review of Action Items

- Corey to reach out to Tyson to recruit a student participant for the IEC
- Lacey to add past minutes/agendas into the SharePoint and Governance Tab
- Ryan to bring more data governance information to the next meeting
 - Committees, composition, charge
 - Example documents, templates, ideas etc.

10. Future Agenda Items

- Timelining/planning IEC meeting dates and times
- Data Governance

11. Future Meeting Dates: Thursday, February 25, 2021 at 3:00 pm

12. Adjournment

Meeting adjourned at 4:29 pm by Corey Marvin



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Meeting Chair: Dr. Corey Marvin

Recorder: Lacey Navarro