

# IEC Meeting Notes

November 12, 2020, 1:00 - 2:00 pm, via Zoom

Members present: Molloy Wilson, Paul Jarrell, Kate Sullivan, Marsha Sills, Tammie Stark, Shannon Ball, Chris Rehn, Ian Coronado, Brandon Gibson, Barb BarlowPowers, Sara Baptista, Patrick Blaine (guest), Brett Rowlett (guest)

## Announcements

- Accreditation Liaison Officer transition to Richard

**Review MFIE section** of [IEC Work Plan 2019-2021](#) (page 2). Working groups will be formed in the near future to complete this work.

## **Presentation of Mission Fulfillment Indicators (MFI) Rubric**

- Overview of [MFI Rubric](#) (Shannon/Work Group)
- How to use rubric to rate MFIs (Shannon/Work Group)
- Discussion of who will rate MFIs (all)

The MFI Rubric was developed by a work group to help guide folks on qualitatively rating the MFIs. In addition to an overall rating, the rubric includes strands related to disaggregated data, comparison with peer institutions, integration with planning and resource allocation. Embedded in the disaggregated data strand is a process to help identify and close student achievement equity gaps.

Paul noted that the language “student achievement equity gaps” or similar language may lead readers to perceive that students are responsible for equity gaps, not institutions. It was noted that this language emerged from the use of NWCCU accreditation text. He asked if the language could be shifted. We discussed how and in what ways language could be shifted to avoid “student shaming.” We agreed to update the language accordingly.

We discussed the advantages and disadvantages of having a work group rate the mission fulfillment indicators in addition to the rating provided by the stakeholders involved in developing the MFI Scorecards. The advantages include verification and norming. The disadvantages include additional work. The group agreed that a work group should perform this work.

In the future, it would be ideal if the stakeholders developing the Scorecards were trained so that norming the ratings would occur at this stage.

The MFI Rating work group volunteers include Shannon, Brandon, Patrick, Cathy, Kate, Tammie. Tammie will convene a group and invite Cathy.

**Presentation of new IEC Charter (Richard, Paul) ([second draft](#))**

**Paul requested that this topic be put on hold until the updated Charter is available.**

### **Develop IEC Bylaws**

**Paul requested that this topic be put on hold until the updated Charter is available.**

Meanwhile, he also asked members to begin thinking about these typical topics covered in bylaws including:

- Quorum (Example: A quorum must be attended by at least X % of members.)
- Chair and Secretary, summary roles (Example: Chair shall preside over meetings. Secretary shall be responsible for keeping records, taking minutes, sending out meeting announcements, minutes and agenda.)
- Resignation, termination, absences of members (Example: Resignations shall be sent to the Secretary. Members may be dropped for excess absences if s/he has X # of unexcused absences per year.)
- Voting (Example: Each voting member shall be entitled to one vote. Members may nominate proxies.)
- Meeting schedule, general

Other topics typically included in bylaws are already covered in the charter (e.g. term lengths, members).

(Previously [Proposed Designation Rules](#))