

IEC Minutes

4.2.19

In Attendance: Tammy Salman, Tammie Stark, Paul Jarrell, Jennifer Steele, Marsha Sills, Molloy Wilson, Brian Kelly, Lida Herburger, Brandon Gibson, Anne McGrail, Carla Arciniega, Ian Coronado, Christine Andrews, Anna Scott, Chris Rehn, Craig Taylor

1. Approval of March 5 minutes

Approved

2. Accreditation Update

Accreditation update 4/2/2019:

https://docs.google.com/document/d/1a_IH_TT-iM9tvhjK6c4z97HeHqpwOFwHkxEhrxQOUFw/edit?usp=sharing

An Overview of Accreditation Changes Presented to LCC IEC, 4/2/2019:

<https://docs.google.com/presentation/d/1I5SilbhvkGRXWX4drV9affwoHkR29PtxkVMVzlaSkd0/edit?usp=sharing>

3. Core Theme Team Updates - CT Leads

Core Theme 1 - Jen (proxy for Gerry)

Gerry is still working with the team to get updated indicator data, score, and draft summary findings

Core Theme 2 - Anna

The team has received updated data from IR and is working on scoring and summary findings. They have two more meetings scheduled and are on track to have drafts available for review mid-April.

Core Theme 3 - Tammy & Ian

The team has almost finished collecting new/updated data and will be scoring and drafting summary findings in the next couple weeks.

Core Theme 4 - Christine

The team has received updated data from IR and is working on scoring and summary findings.

Next steps for Core Theme Teams: Complete your scoring and draft summary findings in advance of the May meeting. Please send a message out to the IEC when your work is ready for review so committee members have an opportunity to review and comment before the May meeting.

Review Process:
1. Review IR data. (An IR member will be available at all team meetings)
2. Score each indicator using established criteria and rationale:
3. For each indicator, establish specific criteria AND rationale for:
1- Does not meet mission expectation
2- Not quite at mission expectation
3- Meets mission expectation
4- Slightly above mission expectation
5- Exceeds mission expectation
Create a draft (bulleted list is fine) of high-level summary findings from your work in assessing achievement of the core theme objectives

4. IEC Rubric - Anne McGrail

[Applying Rubric to Lane](#)

The committee continued discussing evidence for the first three dimensions of the rubric, adding notes in the yellow shaded sections.

Committee members are asked to review and continue adding thoughts, notes, issues/opportunities and references in advance of the May meeting.

5. Work Plan/Action Items

1) *Review Core Theme team drafts in advance of the May meeting. Leads will send an email out to the committee when they are ready for review.*

3) *IEC Rubric*

Please review the IEC rubric and add notes, evidence, questions, suggestions for improvement in each of the yellow sections in advance of the May meeting.

3) *Review summary of annual reports to IEC*

Our work group (Tammie, Brandon and Jen) has drafted a summary/synthesis based on the annual reports submitted to IEC in October. This work will be reflected in the Institutional Effectiveness assessment section of our annual Mission Fulfillment and Institutional Effectiveness report. We would like the larger committee to review our work and provide feedback or comment before we move forward.

Annual Reports submitted to the IEC are in the Google Drive: IEC/Annual Reports to IEC/Fall 2018

Our draft summary/synthesis is in that same folder. Here's a direct link:

<https://drive.google.com/open?id=1kN3eYdjRjzOHIXBgC6yV-Unta-CuVsTAsXQ9pi-nRpQ>

4) *Annual Mission Fulfillment & Institutional Effectiveness Report*

Outline:

https://drive.google.com/open?id=1XnyOyFnBPfstDjKLeq08fzZWwhw_F1_sz4nyxhjkO3mw

Jen, Anne and Tammy will begin drafting sections in advance of the May meeting.

Updates

Summer Institute

Emerging idea to hold an end of summer institute, just before fall term starts, that brings together groups on campus involved with strategic efforts in support of our mission and institutional priorities around program review, curricula and assessment of student learning. Initial thoughts for participants are: APROC, Accreditation Leadership Team, Institutional Effectiveness Committee, A-Team, Guided Pathways Leadership Team, FPD, Learning Council.

The structure might include a plenary session with guiding principles and direction with Paul, followed by professional development and a group visioning/goal setting exercise, then time for teams to work independently. Day two could be bringing teams back together and discussion how work aligns and can/should be sequenced, communicated, etc. Also a conversation about data and data analytics. A group is meeting later in April to discuss the idea and start planning.

Spring Conference

Jen submitted a RFP for a breakout session. Tammie and Tammy will join Jen if the proposal is accepted. Please let Jen know if you'd like to join us.

Save the Date

May 17: OER Statewide Symposium and possible APR showcase.

IEC Charter

We will review the charter, including membership, during our work session time during the Summer Institute.

Next Meeting: Tuesday, May 7, 3-4:40 p.m., Boardroom