

IEC Meeting Notes

February 13, 2020, Time 1-3 pm, Location 19/243

Members present: Paul Jarrell, Kate Sullivan, Shannon Ball, Tammy Salman, Molloy Wilson, Chris Rehn, Brandon Gibson, Carla Arciniega, Marsha Sills

1:00 - 1:05	Welcome IEC Members
2:05 - 2:15	<p>Discuss Institutional Indicators & College Mission Fulfillment Metrics</p> <ul style="list-style-type: none">● Reviewed in January and majority agreed on these and moved them forward to Paul● Some comments and questions were added to the indicator document after we voted; want to have an open discussion in case something was missed or needs conversation● Reminder from Tammie that this is not the only list of indicators; we have multiple metrics for various areas of the college. E.g., guided pathways indicators● For third indicator under the Community Service and Engagement heading: Keep only the first sentence. The parenthetical is the beginning of a list of things we might consider using as part of the indicator.● Discussion about the “% of students who progress to their second year” indicator and whether we should consider having it be fall-to-winter retention. Decision to keep as is. Molloy suggests there are data being reviewed by cabinet and the board and which would be nice to get out in front of the larger Lane community.● Discussion about decision-making in IEC; if VP-level person decides to change an indicator’s language or something else we talk about, the group would like to ensure that a rationale is communicated.
2:15-2:25	<p>Discuss Executive Director of Institutional Effectiveness posting</p> <ul style="list-style-type: none">● Question about why the IEC was not notified that this posting was coming and that it would be vacant; some confusion expressed over why this position was not communicated effectively across campus● Unclear why college went from talking about a need for an IR director to posting for an IE Director● Inquiry: What is the role of the IEC in such postings? Are we a consulting body? What ownership or decision-making power does this body have?

	<ul style="list-style-type: none"> ● Might have been nice to have input on what IR needs
2:25 - 3:30	<p>Continue the review and optimization of the IEC membership list (previous membership list)</p> <p>Quorum issues</p> <ul style="list-style-type: none"> ● Quorum is ⅔ of non-vacant positions ● Original charter says IEC is chartered by the two VPs, but now that there are different titles/jobs in those roles, then how does that change the charter? Might want to revisit the wording in the charter. Seems like a Cabinet decision about whether to remove the second “VP” position. May be unnecessary. ● Discussion about members who can have a designee--who could and could not delegate a person to represent their area. Might be a decision for another time. Ideas include: <ul style="list-style-type: none"> ○ Some positions only (only those appointed by Position) ○ Timing: Appointment of designee for one academic year is preferred for continuity ○ Member and designee get one vote if both show up to meetings ○ Vote: 2 sideways, 8 up ○ Kate, Shannon, Brandon will wordsmith this ● Tammie and Shannon will work on a way to better review the membership list <ul style="list-style-type: none"> ○ Good to sort by area (Google sheets?); consider going row by row and discuss each membership line
3:30 - 4:00	Begin development of IEC work plan
Next time	<p>Wrap up and next steps:</p> <ul style="list-style-type: none"> ● Continue work plan ● Notify NWCCU of updated definition of mission fulfillment and institutional indicators (Tammie & Paul)

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Assigned to Kate Sullivan