

IEC Meeting Minutes

6.5.18

In Attendance: Chris Rehn, Craig Taylor, Rosa Lopez, Jennifer Steele, Brian Kelly, Tammy Salman, Anne McGrail, Molloy Wilson, Elizabeth Andrade, Ian Coronado, Paul Jarrell, Carla Arciniega, Gerry Meenaghan

Welcome to Paul Jarrell

Committee member introductions

Process for completing our work for the year

Mission Fulfillment and Institutional Effectiveness Report

Report will be finalized by end of June to go to the Board of Education

- [Draft](#) is available on the Google Drive and available for comment and suggestion
- Jen will email the committee (early to mid-next week) when the “Plans for Improvement” and “IE Rubric” sections have been drafted
- The writing team (Tammy, Jen, Craig, Molloy, and Anne) will process edits and suggestions. Call Jen directly if you would like to discuss questions, issues or suggestions in person.
- Molloy will follow up directly with the Core Theme team leads for any final questions or edits on the detailed indicator worksheets.
- We will schedule two additional optional IEC meetings for discussing and finalizing report content:
 - Tuesday, June 19, 3:30 - 5:00 pm, boardroom
 - Tuesday, June 26, 3:30 - 5:00 pm, boardroom - committee vote/approval of

report

- All committee members are invited to the July Board meeting where the report will be presented for Board feedback and discussion
- We will provide updates of our work to College Council and the Governance Task Force at their end of year meetings.
- We need to develop a communication and outreach plan for sharing this work with the campus community next year.

IE Rubric

- Anne McGrail facilitated a group discussion and application of the [rubric](#) we designed for Lane.
- We will follow a [similar format as APROC](#) in using the rubric.
- Anne will create an initial draft based on the committee's conversation. This, along with the "Plans for Improvement" draft content will be available for review and comment next week.

Work Sessions (optional):

Tuesday, June 19, 3:30 - 5:00 pm, boardroom

Tuesday, June 26, 3:30 - 5:00 pm, boardroom - committee vote/approval of report