# COApmsCOLLEGE OF ALAMEDA

Institutional Effectiveness Committee

**MINUTES**

May 13, 2021

## 2:00 – 3:00 pm

Via ZOOM

<https://cccconfer.zoom.us/j/98197987707>

### Co-Chair - Admin, Dominique Benavides, Director

Co-Chair - Faculty, Andrew Park

Committee Members Present: Dominique Benavides, Don Miller, Andrew Park (note-taker), Kawanna Rollins, and Khalilah Beal-Uribe

Guests Present: Brenda Lewis, Horacio Corona Lira

Meeting called to order (with quorum) at 3:10 p.m.

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| 1. **Approval of the Agenda**   Moved by D. Miller, seconded by K. Rollins. M.S.U. | Action | Chairs |
| 1. **Approval of the Minutes** – April 8 minutes   Moved by K. Rollins, seconded by D. Miller. M.S.U. | Action | Chairs |
| 1. **Committee Membership for 2021-22**   A. Park reminded faculty members (and potential future members) to watch out for announcement from academic senate president asking for faculty volunteers on the committee and to respond, as appointments are being made for AY 2021-2022. Also current and expected vacancies in classified professional representation was noted (reminders to administrators and classified professionals also to follow up on committee appointment for their constituencies for AY 2021-2022). | Informational | Andrew Park |
| 1. **SLO Assessment**   D. Miller provided information on :   * Funding source for stipend for part-time faculty completing SLO assessments for their own courses ($100 per course, up to $300 maximum per year): IEPI grant which funded this program must be spent by end of December 2021. There will be stipend at least through end of Fall 2021 (encourage part-time faculty to complete SLO assessments!) * SLOAC appointments: the 2-year terms for SLOACs are up; the positions will be re-advertised soon. | Informational | Andrew Park |
| 1. **2021 Institutional Research, Planning, and Effectiveness  (IRPE) Summer Institute**   D. Benavides provided information on the summer institute hosted by RP Group (more info at: <https://rpgroup.org/Events/Summer-Institute/Curriculum>). If interested in attending, please let Dominique/Andrew know. Also encourage others interested in institutional research to take a look and to let Dominique know, if they are interested. (IEC members Andrew and Kawanna expressed interest.)  D. Miller: IEPI grant for supporting enrollment management can be used for sending people to summer institute like this; there will be college funding for registration fee (no need to find funding within their own department). | Informational | Dominique Benavides |
| 1. **Updates on Program Review, EMP taskforce, other IE efforts**   D. Benavides thanked members and guests for participating in program review validation this year. Remaining program reviews (a few outstanding still) will be included in next year’s cycle for comprehensive program review.  D. Benavides also shared the EMP task force that was presented at College Council (more info at: <https://alameda.peralta.edu/wp-content/uploads/2021/04/Item-6-Ed-Master-Plan-Flow-Chart.pdf>). A. Park asked if this should go through academic senate, given the extensive 5-team structure (similar to the ISER teams, who did the good work preparing CoA ISER).  D. Benavides and D. Miller encouraged committee members to think about what team to participate on, and also to include additional people on EMP task force who may not be on IEC. (IEC will provide oversight but is not expected to do everything.)  **Other IE/IR efforts**: update by D. Benavides   * Working with ESOL faculty on AB 705 implementation. Different survey/data tools are being used at different campuses across the district; working on one tool to be shared across the district for easier comparison of data. * Guided Pathways Equity Team: there will be a report in the Fall, including CCSSE results. Working to ensure that the work done for GP is reflected in ongoing work of IEC and Student Success Committee (encourage more people to participate in Student Success Committee and SEA plan work!).   A. Park requested that more committee information be sent out through COA-FAS (newly re-activated for all faculty and staff). | Informational | Dominique Benavides |
| 1. **Adjournment**   Motion by D. Miller and second by K. Rollins. Meeting adjourned at 2:41 p.m. |  | Chairs |
| Meetings will resume in Fall 2021 on the 2nd Tuesday, 2-3:30p.m. |  |  |

**Our Mission**

The Mission of College of Alameda is to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.