



**Districtwide Institutional Effectiveness Committee Minutes**

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| Meeting Date | March 28, 2019  |
| Meeting Time | 10:00 a.m.  |
| Location     | SBCCD Board Room<br>114 S. Del Rosa Dr., San Bernardino |

**Members Present**

|                                 |                          |                              |                         |
|---------------------------------|--------------------------|------------------------------|-------------------------|
| Jeremiah Gilbert (Chair, SBCCD) | Jonathan Townsend (CHC)  | Rebecca Warren-Marlatt (CHC) | Dr. James Smith (SBVC)  |
| Angel Rodriguez (SBCCD)         | Christopher Crew (SBCCD) | Keith Wurtz (CHC)            | Stacey Nikac (recorder) |
| Christie Gabriel (SBVC)         |                          |                              |                         |

| Agenda Items | Discussion | Action Items/Tasks |
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| I. Call to Order | Call to order at 10:10 a.m. by J. Gilbert (Chair) |  |
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| II. Review of Minutes | Review and approval of meeting minutes dated 03-28-19<br>Amend 02-28-19 minutes to reflect the Committee discussed electing a co-chair at the first meeting in the fall. | <b>Action Item - Minutes Approval Approved by consensus as amended</b> |
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| III. Committee Co-Chair | None. |  |
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| IV. Updates | <p><i>A. Accreditation</i> - R. Marlatt – asking early for evidence, bulleted narrative. Finished the function maps and meeting today. Wurtz – shared governance feature. J. Smith – sent letter to committee chairs to send evidence and link to the charge of the committee. Follow-up interviews to be conducted. List started with committee chairs and expanded to program directors. Next week starting accreditation interview hour with multiple people interviewed during the hour and collect evidence through this process.</p> <p><i>B. Vision for Success Goals Integration</i> – J. Gilbert – first four goals will go to BOT in April. Equity data will not be included in first read as the data was not available. The task now is to work on the equity piece by May 1 for the May BOT meeting (final read).</p> <p>There was discussion on disproportionate impact data and the conclusions from the data are not logical. Some felt non-economically disadvantage students need more support.</p> <p>Wurtz – we have to make sure we align the VFS with our plan and next year to our budget.</p> <p>J. Gilbert – handouts drafted to show alignment of student success metrics with scorecard, IEPI indicators, and other initiatives.</p> <p>Issues and concerns shared:<br/>No continuity<br/>Deadline requirements</p> <p>Equifax to be used to measure gainful employment for Goal 4C.</p> <p>CHC is considering changing goal selection to 4B</p> |  |
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|  | <ul style="list-style-type: none"> <li>• [NAME OF COLLEGE] will increase the number of exiting students earning a living wage from [NUMBER] in 2016-17 to [NUMBER] in 2021-22, an increase of [NUMBER] percent. Living wage \$24,571</li> </ul> <p>J. Gilbert will advise the committee if he learns about changes to the scorecard.</p> <p><i>C. District Strategic Plan Goals with Targets</i> – J. Gilbert reported at least five need to be revised. The Scorecard will be replaced with metrics. The Student Success metrics is to be deployed in May. K. Wurtz reported most of the data is around the Scorecard measures.</p> |  |
| V. Alignment of Student Success Metrics      | <p>A. <i>Scorecard and IEPI Indicators</i> – charts attached.</p> <p>B. Other State Initiatives – charts attached.</p>   |  |
| VI. District Employee Climate Survey 2018-19 | A. J. Gilbert - Email will be sent on 04-01-19 from Qualtrics and will be preceded by an email from the Chancellor to encourage participation.   |  |
| VI. Other/Future Agenda Items                | None.  |  |
| VIII. Next Steps                             | Next Meeting: April 25, 2019 10:00 a.m.  |  |
| XI. Adjournment                              | Meeting adjourned at 11:00 a.m.  |  |

Respectfully submitted,

Stacey Nikac  
Senior Executive Assistant  
Office of the Chancellor  
San Bernardino Community College District