



**Joint Academic Senate
Institutional Effectiveness Committee
Santa Monica College**

Minutes
October 24, 2018

Members Present:

Vicenta Arrizon, Nate Donahue, Gail Edinger, Lesley Kawaguchi, Hannah Lawler (Vice-Chair), Erica LeBlanc, Elisa Meyer (Chair), Teresita Rodriguez

I. **Call to Order:** The meeting was called to order at 1:36 pm.

II. **Public Comments:** None

III. **Chair's Report**

The Chair and Vice Chair provided an annual update on the institutional effectiveness process, including the College's performance on the IE metrics for 2017-2018, at the October 2, 2018 meeting of the Board of Trustees.

IV. **Action Items**

a. Approval of the minutes for the September 26, 2018 meeting.

Motion to approve: Nate Donahue
Seconded by: Lesley Kawaguchi
For: 8
Against: 0

V. **Old Business**

a. **Review of the Committee's Scope and Functions**

Approval of the Committee's Scope and Functions with the following edits:

- Deletion of the function: "Sustains the infrastructure for reporting and collecting outcomes data"
- Add "and annual action plans" to the end of function: "Make suggestions to DPAC especially in regard to the development and assessment of the College's strategic initiatives"

Motion to approve: Teresita Rodriguez
Seconded by: Nate Donahue
For: 8
Against: 0

VI. **New Business**

a. **Federal and state mandates and accountability systems that drive the IE process at SMC**

The Committee reviewed and discussed documents related to external and internal mandates and initiatives that impact the IE process, including:

- Chancellor's Office Vision for Success
- Student-Centered Funding Formula
- Simplified Metrics
- Student Equity and Achievement Program Trailer Bill
- AB 705
- AB 1809
- SMC Integrated Plan Goals
- SMC Strategic Initiatives
- SMC Board Goals and Priorities

The Committee discussed the need to review the DPAC annual action plans and Academic Senate goals and priorities during the next meeting.

b. **Checklist for looking at current metrics**

The Committee reviewed the checklist for reviewing IE metrics. This discussion will continue during the next meeting.

c. **Additional ideas for metrics**

The discussion about metrics will continue during the next meeting.

VII. **Adjournment:** The meeting was adjourned at 2:41 pm.