



Joint Academic Senate
Institutional Effectiveness Committee
Santa Monica College

Minutes
September 11, 2019
SSC 223

Members Present:

Vicenta Arrizon, Melanie Bocanegra, Nate Donahue, Gail Edinger, Lesley Kawaguchi, Hannah Lawler (Vice-Chair), Laura Manson, Elisa Meyer (Chair), Teresita Rodriguez

- I. **Call to Order:** The meeting was called to order at 1:30 pm
- II. **Public Comments:** None
- III. **Chair's Report:** The Committee would like to thank Erica LeBlanc for her years of service on this committee. The Committee welcomes Melanie Bocanegra to serve as one of the new administrators on the committee.
- IV. **Action Items**
 - a. Approval of the minutes for the May 22, 2019 meeting.

Motion to approve: Vicenta Arrizon
Seconded by: Gail Edinger
For: 7
Against: 0
Abstain: 2
- V. **New Business**
 - a. Community Agreements
The Committee developed community agreements that all members agreed to abide by.
 - b. Committee Scope and Functions
The Committee began reviewing and editing the scope and functions of the Committee.
- VI. **Adjournment:** The meeting was adjourned at 2:46 pm.