REDWOODS COMMUNITY COLLEGE DISTRICT
Meeting of the Institutional Effectiveness Committee
Thursday, April 14, 2016 3pm – 4:30pm
SS 104

Agenda

1) Call Meeting to Order

2) Update on IE Summit

3) IEPI Goals Framework Indicators Adoption Update

4) Process for staff requests via program review

5) Annual plan items from BOT
   a. Broaden the scope of professional development efforts to include diversity
   b. Engage faculty and staff in teams that address equity and student success
   c. Increase the general fund balance by between .5% and 1% to ensure the institution has sufficient cash flow and reserves to maintain stability and address financial emergencies and unforeseen occurrences
   d. Expand professional development in strategic and operational planning for all employees

6. Standing Item: Annual Integrated Planning Timeline

7. Other/Future Agenda Items:

Next Meeting: TBD

Adjourn

PARTICIPANT DETAILS

Dial your telephone conference line: 1-719-785-4469*
*Toll free number available: **1-888-886-3951**

Participant **Passcode: 711239**

REDWOODS COMMUNITY COLLEGE DISTRICT
Meeting of the Institutional Effectiveness Committee
Thursday, March 24, 2016 3pm – 4:30pm
SS 104
Notes

1. Call Meeting to Order: Present: Angelina Hill, Paul Chown, Nikolai Emke, Julia Peterson, Jordan Walsh, Calderwood, Dan Mark Winter, Ed Macon, Crislyn Parker-support

2. Approve Notes from 2/18/16 Meeting: approved as stand.

4. Discussion Items

   4.1. *Communicating the Integrated Planning Model (attached)*
   - Create color flyers and put into individual mailboxes (over and above the website). Possibly create/purchase mouse pads (not cost effective).
   - BPC had questions on the process for prioritizing non-faculty staff requests. IEC consensus to create a staff prioritization process.

   4.2. *2016-2017 Annual Plan Draft Update (attached)*
   - The 2016-17 annual plan will go to the board as a draft in April, to allow for the possibility the board will want to suggest a goal(s). This draft includes a new goal to create a comprehensive procedure for field trips. Angelina will update us on any board comments.

   4.3. *Fall 2015 Annual Planning Progress (attached)*
   - Some goals completed some, many still in progress. The online orientation goal has been completed and is ready for evaluation and possible revision. The two-year schedule will show classes by semester, not days and times.
   - In discussing how the two year schedule will look for students, a suggestion was made to have divisions map what classes will be offered. Search can be by semester or by class. (CTE has graphically illustrated this in the catalog). **Discussion is accreditation evidence.**
   - Annual plan progress is reported in the annual IEC report. Mark will send the fall 2015 annual plan progress link in his weekly update, to be disseminated.

   4.4. *IEPI Goals Framework (handout)*
   - The committee will set goals for all except ESL (#'s 8 – 13). Comments were voiced that this data is rather old to be using to set current goals.
   - Success is based on degree/certificate/transfer-ready data.
   - Current floor is the minimum of a 7 year span. Committee consensus to go 3% over our highest level for the next year's goal. It is noted remedial may go down.

   4.5. *Committee assignment issues – restructuring meetings*
   - Due to increased committees and fewer faculty, the senate is having difficulty finding enough faculty to serve on these committees. Combining or eliminating committees was discussed: e.g. combine FPC and TPC to meet once a month; eliminate or change Enrollment Management to meet once or twice a year. CRFO is considering weighting committees in relation to workload. Angelina will bring back any updates on the subject.

   4.6. *April 16 – IEC Summit planning*
   - A Summit announcement will go out Friday, March 25. The focus will be on accreditation. BPC will have some agenda items, as well.

5. Standing Item: Annual Integrated Planning Timeline

6. Other/Future Agenda Items:

Next Meeting: Thursday, April 13, 2016

Adjourn

California Community Colleges Chancellor's Office

INSTITUTIONAL EFFECTIVENESS

Indicator Rates - Redwoods CCD   Save Successful

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CERTIFY ALL DISTRICT AND COLLEGE GOAL DETAILS
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District Contact Information

Contact Name   [   ]

Contact Phone   [   ]

Contact EMail   [   ]

District Fiscal Viability Indicators

1. Fund Balance (Required)

Ending unrestricted general fund balance as a percentage of total expenditures

	Historical Rates				Goals	
					Short-term (1 Year) Goal	Long-term
2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	(goal for 2016-2017)	(6 Years) Goal
8.3	4.6	5.0	7.9	6.2	6.0 %	10.0 %

2. Salary and Benefits (Optional)

Salaries and benefits as a percentage of unrestricted general fund expenditures, excluding other outgoing expenditures

	Historical Rates				Goals	
					Short-term (1 Year) Goal	Long-term
2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	(goal for 2016-2017)	(6 Years) Goal
88.0	85.9	86.9	83.6	86.1	%	%

3. Annual Operating Excess/(Deficiency) (Optional)

Net increase or decrease in general fund balance

	Historical Values				Goals	
					Short-term (1 Year) Goal	Long-term
2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	(goal for 2016-2017)	(6 Years) Goal
564,260	(1,026,323)	852	728,897	(482,241)	$	$

4. Cash Balance (Optional)

Unrestricted and restricted general fund cash balance, excluding investments

	Historical Values				Goals	
					Short-term (1 Year) Goal	Long-term
2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	(goal for 2016-2017)	(6 Years) Goal
(3,975,345)	(2,846,859)	3,800,000	3,116,058	1,667,295	$	$

District Programmatic Compliance with State and Federal Guidelines Indicators

5. Audit Findings - Audit Opinion Financial Statement (Required)

A 'yes' indicates the district has achieved (historical) or has set a goal to achieve an 'unmodified' or 'unqualified' independent audit opinion (minimal or no material weaknesses or significant deficiencies)

Historical Value	Goals	
	Short-term (1 Year) Goal	Long-term
2014-2015	(goal for 2016-2017)	(6 Years) Goal
	Yes ▼	Yes ▼

6. Audit Findings - State Compliance (Required)

A 'yes' indicates the district has achieved (historical) or has set a goal to achieve an 'unmodified' or 'unqualified'

independent audit opinion (minimal or no material weaknesses or significant deficiencies)

Historical Value	Goals	
	Short-term	
	(1 Year) Goal	Long-term
2014-2015	(goal for 2016-2017)	(6 Years) Goal
	Yes ▼	Yes ▼

7. Audit Findings - Federal Award/Compliance (Required)

A 'yes' indicates the district has achieved (historical) or has set a goal to achieve an 'unmodified' or 'unqualified' independent audit opinion (minimal or no material weaknesses or significant deficiencies)

Historical Value	Goals	
	Short-term	
	(1 Year) Goal	Long-term
2014-2015	(goal for 2016-2017)	(6 Years) Goal
	Yes ▼	Yes ▼

College Indicators for [College of the Redwoods ▼]

College Student Performance and Outcomes

8. Completion Rate (Scorecard) - College Prepared (Optional)

Percentage of degree, certificate, and/or transfer seeking College Prepared (Student's lowest course attempted in Math and/or English was college level) students starting first time tracked for six years who completed a degree, certificate, or transfer releated outcome
(Goal should be set as rate)

Historical Rates					Goals	
					Short-term	
					(1 Year) Goal	Long-term
2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	(goal for 2016-2017)	(6 Years) Goal
61.7	58.9	63.4	59.8	54.9	53.3 %	65.3 %

9. Completion Rate (Scorecard) - Unprepared for College (Optional)

Percentage of first time degree, certificate, and/or transfer seeking students tracked for six years who attempted any level of Math and/or English in the first three years, who completed a degree, certificate, or transfer releated outcome
(Goal should be set as rate)

Historical Rates					Goals	
					Short-term	
					(1 Year) Goal	Long-term
2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	(goal for 2016-2017)	(6 Years) Goal
37.8	31.9	37.6	30.9	29.1	28.3 %	38.9 %

10. Completion Rate (Scorecard) - Overall (Optional)

Percentage of degree, certificate, and/or transfer seeking students starting first time in 2009-2010 tracked for six years through 2014-2015 who attempted any level of Math and/or English in the first three years, who completed a degree, certificate, or transfer releated outcome
(Goal should be set as rate)

Historical Rates					Goals	
					Short-term	
					(1 Year) Goal	Long-term
2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	(goal for 2016-2017)	(6 Years) Goal
42.3	37.1	43.1	35.3	33.5	32.5 %	44.4 %

11. Remedial Rate (Scorecard) - Math (Optional)

Percentage of credit students tracked for six years who started below transfer level in Math and completed a college-level transfer course in Math
(Goal should be set as rate)

Historical Rates					Goals	
					Short-term	
					(1 Year) Goal	Long-term
2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	(goal for 2016-2017)	(6 Years) Goal
45.0	44.6	33.6	33.2	39.3	32.2 %	46.4 %

12. Remedial Rate (Scorecard) - English (Optional)

Percentage of credit students tracked for six years who started below transfer level in English and completed a college-level transfer course in English
(Goal should be set as rate)

	Historical Rates				Goals	
					Short-term (1 Year) Goal	Long-term
2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	(goal for 2016-2017)	(6 Years) Goal
35.0	31.6	40.6	40.2	36.5	30.7 %	41.8 %

13. Remedial Rate (Scorecard) - ESL (Optional)

Percentage of credit students tracked for six years who started below transfer level in ESL and completed a college-level transfer course in ESL
(Goal should be set as rate)

	Historical Rates				Goals	
					Short-term (1 Year) Goal	Long-term
2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	(goal for 2016-2017)	(6 Years) Goal
30.8	17.6	42.9	26.3	44.4	%	%

14. Career Technical Education Rate (Scorecard) (Optional)

Percentage of students tracked for six years who started first time and completed more than eight units in courses classified as career technical education in a single discipline and completed a degree, cretificate, or transferred
(Goal should be set as rate)

	Historical Rates				Goals	
					Short-term (1 Year) Goal	Long-term
2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	(goal for 2016-2017)	(6 Years) Goal
61.0	57.7	55.9	52.9	54.8	51.3 %	62.8 %

15. Successful Course Completion (Datamart) (Required)

Percentage of Fall term credit course enrollments where student earned a grade of C or better
(Goal should be set as rate)

	Historical Rates				Goals	
					Short-term (1 Year) Goal	Long-term
2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	(goal for 2016-2017)	(6 Years) Goal
67.9	66.6	68.2	68.5	70.3	70.5 %	70.5 %

16. Completion of Degrees (Datamart) (Optional)

Number of associate degrees completed (Goal should be set as count)

	Historical Counts				Goals	
					Short-term (1 Year) Goal	Long-term
2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	(goal for 2016-2017)	(6 Years) Goal
503	467	401	389	445	458	472

17. Completion of Certificates (Datamart) (Optional)

Number of Chancellor's Office approved certificates completed (Goal should be set as count)

	Historical Counts				Goals	
					Short-term (1 Year) Goal	Long-term
2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	(goal for 2016-2017)	(6 Years) Goal
161	172	147	146	170	175	180

18. Transfers to 4-year Institutions (Datamart) (For Information Only)

Number of students who transfer to a four-year institution, including CSU, UC, private and out of state universities (No goal required)

	Historical Counts			
2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
0	0	0	0	0

College Accreditation Status Indicators

19. Accreditation Status (Required)

ACCJC accreditation status

			Historical Status							Goals	
										Short-term (1 Year) Goal	Long-term
July 2010	Feb 2011	July 2011	Feb 2012	July 2012	Feb 2013	July 2013	Feb 2014	July 2014	Feb 2015	(goal for 2016-2017)	(6 Years) Goal

FA-N FA-N FA-N FA-SC FA-SC FA-P FA-P FA-SR/RA FA-N FA-N   [FA-N ▼]   [FA-N ▼]

Accreditation Status Descriptions
FA-N: Fully Accredited - No Action
FA-RA: Fully Accredited - Reaffirmed
FA-SR: Fully Accredited - Sanction Removed
FA-SR/RA: Fully Accredited - Sanction Removed and Reaffirmed
FA-W: Fully Accredited - Warning
FA-P: Fully Accredited - Probation
FA-SC: Fully Accredited - Show Cause
FA-PT: Fully Accredited - Pending Termination
T: Accreditation Terminated (No longer used by the accrediting agency after July 2015)
WD: Accreditation Withdrawn
FA-RS: Fully Accredited - Restoration
IA: Initial Accreditation
RE-AP: Re-Application for Accreditation
Next Accreditation Visit
Term [Fall 2017 ▼]

College Fiscal Viability Indicators

20. Full-Time Equivalent Students (Optional)

Annual number of full-time equivalent students

		Historical Counts			Goals	
					Short-term (1 Year) Goal (goal for 2016-2017)	Long-term (6 Years) Goal
2010-2011	2011-2012	2012-2013	2013-2014	2014-2015		
5,443.2	4,724.4	4,552.1	3,935.8	4,168.3		

College Choice Indicators

21. College Choice Student Achievement (Required)

College must set a goal focused on unprepared students or basic skills students from indicators 9, 11, 12, or 13 above. In the narrative box below, note which indicator has been chosen.

> College of the Redwoods has selected indicators 9, 10, 11, and 12. We did not select 13 because we have so few students in this area and the data is unreliable.

22. Optional College Choice (Optional)

College may self-identify an indicator related to any topic. Briefly explain the indicator and provide short-term and long-term goals. Goals must be presented as counts, percentages, or rates.

[Yes ▼] **Has your college developed, adopted, and publicly posted the goals framework pursuant to the requirements of Education Code section 84754.6?**