

**Institutional Effectiveness Committee**

November 9, 2017
3:00pm – 4:00 pm
SS-104

**Minutes**

**Purpose:** Begin planning process of IEC in FY 2018

**Present:** Angelina Hill, Paul Chown, Julia Peterson, Dan Calderwood, Jordan Walsh, Stephanie Burres (support).

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| 1.0 | Review/revise current Institution-Set Standards<https://www.redwoods.edu/Portals/61/Institutional%20Effectiveness%20Scorecard%202016-2017.pdf> | * In addition to reviewing Institution-set standards annually, we need to revise them every couple years to control for growth and changes.
* We could review them when we certify our short- and long-term goal indicators.
* How will new standards be set? How have other schools set their standards? How do we set our standards in the context of a changing economy? Compare between years? 5-year average?
* Set goals based on standard deviations.
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| 2.0 | Review/revise current short- and long-term goal indicators<https://www.redwoods.edu/Portals/61/IEPI%20Goals%20Framework%202016.pdf> | * How will new standards be set? How have other schools set their standards? How do we set our standards in the context of a changing economy? Compare between years? 5-year average?
* Set goals based on standard deviations.
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| 3.0 | Develop plan to ensure all aspects of Education Master Plan are carried out in 5 years.<https://internal.redwoods.edu/Portals/25/Goals%20Education%20Master%20Plan%202017-2022_1.pdf> | * Discussion has been moved to the next meeting.
* Establish a clear and formalized plan for formulate our annual plan.
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| 4.0 | Committee Handbook | * Committees want to change their structure every year. How do we manage this and maintain transparency.
* FPC allows anyone to attend who would like and they will receive relevant information and be allowed to participate. But committee membership is officially dictated by the handbook.
* BPC feels as though they are not involved in actual budget planning rather just resources prioritization. Do we update the mission/charge of the committee to match the actual work or adapt the actual work of the committee to match the mission/charge?
* The goal is to establish this committee as an actual budget planning committee in alignment with the accreditation standard. IEC will work with other groups to build a more effective charge for the BPC.
* Budget Task Force is being developed and interest based bargaining training will be held.
* Districtwide only a minority of committees have a Management Council representative; however ex officio, there are many managers serving on committees. Is representing both interests (managers and ex officio) in conflict? IEC feels that they can serve both interests. In the future we can perhaps explore if an individual committee is interested in have an additional manager or representative of the council they could requests it.
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| Adjourn |