

**Institutional Effectiveness Committee**

May 21, 2020  
Virtual Meeting via Email

Discussion Points:

1.       We are ready to finalize the 2020-21 Annual Plan however a few issues have come to light:

                                                              i.      I have clarified some of the questions we had:

1.       The DE committee has provided some clearer language regarding item #8 the CVC-OEI exchange.  I have updated it accordingly.

2.       The Assessment Committee has withdrawn its plan to fully migrate to eLumen.  Instead, they will continue the pilot through the 20-21 academic year.

                                                             ii.      Some new questions have arisen as a result of the Budget Advisory Committee’s examination.  (I will explain this new process further down)

1.       Item #7  Expanding Telepresence – it has been suggested that the college explore other options.

2.       Items #14 and #15 Identify strategies for equipment replacement/capital repairs and maintenance.  The BAC concluded that while these items were initially tasked to the BPC, they are outside the scope of the newly structured BAC.  Responsibility of these items should fall to the directors of IT and Facilities to work with the CBO.

3.       Item #17 was the creation of the Facilities and Ed Master Plan task force.  I have been informed that this has been withdrawn and should be removed from the plan.

2.       According to the planning calendar (<https://internal.redwoods.edu/planning>) this is the time we would evaluate the Integrated Planning Model.  A number of weaknesses have been pointed out throughout the year.

a.       No facilities or technology consultations were done for the Resource Requests in the Program Review Template.  If indeed these consultations are too burdensome, I am in favor of dropping them.  Dr. Angelina Hill has indicated that she would like to see a process put into place where all tech purchases over some threshold dollar amount would require IT (not the TPC committee) consultation.  Given that TPC consultations are not happening anyway, I’m in favor of trying this approach.

b.       If consultations are not required for program review resource requests, I would like to disband the TPC.   The Tech Master Plan has been submitted and there is nothing of consequence for the TPC to do.  Responsibilities will fall back to IT director.

c.       There are indications that the DE committee has been working outside the scope of the Academic Senate and Curriculum Committee.  Dr. Hill wants to restructure the DE committee, perhaps merging it with TPC, rebranding and ‘re-scoping’ it.  The COVID pandemic has brought to light some weaknesses, that I agree could be strengthened with a DE restructure.

d.       George Potamianos has submitted to the IEC that he would like a small restructure of the committee membership of the Program Review Committee.

                                                               i.      Change the co-chair Student Services Director (no longer a position) appointment by the VPSD (no longer a position) to any manager in student services appointment by VPISS.  Heidi Bareilles has resigned as co-chair and a new appointment needs to be made.  I approve this change.

                                                             ii.      George would also like to change the 5 faculty appointments to not require a Del Norte representative.  Committee Satisfaction surveys have consistently claimed there is not enough site representation on planning committees, I’m reluctant to support this change.

e.       With the approaching RIF, it might be prudent to re-evaluate the committees, membership requirements, and how members are appointed for efficiency.  Dr. Hill would like to work with the IEC to see if there are areas where we can continue to improve.   I am inclined to support this effort.

3.       Part of the new BAC scope is to review the Annual Plan, looking for ‘barriers to student success and institutional effectiveness’ that could affect budget recommendations.  The BAC will soon release its executive summary but I was asked to inform the IEC of some findings.  I have alluded to some of those findings above in agenda item

i.   It was also noted that while the Remote Advising under the OEI initiative is not currently a budgetary item, since it is currently funded by the Chancellor’s Office, this will most likely not always be the case.  The BAC also recognized that the current COVID crisis obviously affects many, if not all, areas and is certainly a budget concern.

4.       Finally, membership changes to the IEC.  I would like to express sincere gratitude to Dan Calderwood for his service to the committee.  He has been a tremendous help over the years.  We wish him the best in his future endeavors.

Pru Ratliffe is new management council appointee, replacing Brady Reed.  Pru will start in the Fall.  I have not yet received any names to replace Dan or the CSEA representative.