



**Institutional Effectiveness Committee
Meeting Minutes
October 23, 2019**

October 23, 2019 (Wednesday), 11:10 am, BOR Conference Room

Members Present

Dr. Elizabeth Switaj
Rosina Korean
Hatty Kabua

Cheryl Vila
Rigieta Radinikuva Lord
Stevenson Kotton

Agnes Kotoisuva
Lola Schutz

Agenda:

1. Previous meeting minutes:
 - a. October 9, 2019
2. Accreditation
 - a. Follow up on I.B.3:
 - i. [Draft proposal on KPIs](#)
 1. Feedback from faculty senate
 2. Finance KPIs - ISS and Stretch Goals Needed
 3. Monitoring and remediation
 - b. Standard I.B.6: The institution disaggregates and analyzes learning outcomes and achievement for subpopulations of students. When the institution identifies performance gaps, it implements strategies, which may include allocation or reallocation of human, fiscal and other resources, to mitigate those gaps and evaluates the efficacy of those strategies.
 - c. Report on ISER process
3. Data point
4. [Plan of work for the committee this year](#)

The meeting was called to order @ 11:15 AM

Agenda Items:

1. Previous meeting minutes:
 - a. October 9, 2019 - Tabled
2. Accreditation
 - a. Follow up on I.B.3:



- i. [Draft proposal on KPIs](#)
 1. Feedback from faculty senate
 - a. VPASA met with faculty senate. Inquiry raised on students persistence after the 150% normal completion time.
 - b. Is there a need to include persistence rates after the 150% of normal completion time as one of the KPIs? There is a need to track the numbers and look at the reasons why students do not complete within the 150% completion time. However, there is no need to add it as a college KPI.
 - c. Once RSA is approved by EC, the Data Governance Committee will look at the different data collected by the College and provide updated information to IEC
 2. Finance KPIs - ISS and Stretch Goals Needed - tabled
 3. Monitoring and remediation - no further comments on this section
 - b. Standard I.B.6: The institution disaggregates and analyzes learning outcomes and achievement for subpopulations of students. When the institution identifies performance gaps, it implements strategies, which may include allocation or reallocation of human, fiscal and other resources, to mitigate those gaps and evaluates the efficacy of those strategies.
 - i. Student achievement is collected as a KPI and disaggregated by subpopulations. But not for learning outcomes. How will we disaggregate learning outcomes data by subpopulation?
 - ii. CMI analyzes learning outcomes at the course level but are not disaggregated.
 - iii. The second statement is addressed by the Monitoring and Remediation section of the KPI document
 - iv. Moving forward, program level assessments should be disaggregated.
 - c. Report on ISER process
3. Data point
 - a. Data presented is a follow up to the alumni transfer data presented at the last IEC meeting
 - b. Data is presented as a word cloud visual showing the most cited words to answers as to whether CMI prepared the alumni for transfer.
 - c. For alumni who said they were partially or completely prepared by CMI, most cited words are - "knowledge/know", "learned/learning", "credits", "courses", "transferable".
 - d. For alumni who said they were not adequately prepared by CMI, most cited words are: "know", "over", "again", "struggle".



Institutional Effectiveness Committee

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- e. There is mention of specific places and specific universities for those who said they were adequately prepared while there is none for the other group. This shows that students who claim to have been prepared by CMI are able to successfully transfer. While for those students who said they were not adequately prepared by CMI, there is a whole cluster of words about money. This brings out the important point that students need to complete on time in order to have enough Pell when they transfer.
4. [Plan of work for the committee this year](#)
 - a. This is open to revision by the Committee at any time
 - b. Standard I committee will bring some actions for IEC
 - c. Motion. Stevenson moved to accept. Lola seconded. Motion passed.

Meeting adjourned at 12.15 pm.