# INSTRUCTIONAL EFFECTIVENESS COORDINATING COUNCIL

Minutes of October 19, 2015 Meeting
3:30 p.m. - AC 100-B

Chair: Cherry Li-Bugg
Recording Secretary: Eileen Haddad

**Committee Members Present**
Carlos Ayon, Director of Institutional Research & Planning, Cypress College
Robert Byde, Faculty Senate, Fullerton College
Kristina De La Cerda, DSPS Counselor, School of Continuing Education
Philip Dykstra, Director of Research and Planning, Cypress College
Kassandra Flores, Student Representative, Fullerton College
Sam Foster, Faculty Senate Past President, Fullerton College
Michael Gieck, Research Analyst, School of Continuing Education (SCE)
Eileen Haddad, Senior Research & Planning Analyst, Cypress College
Cherry Li-Bugg, Vice Chancellor, Educational Services & Technology, District Services
Christopher Lim, Student Representative, Fullerton College
Victor Manchik, Senior Research Analyst, Fullerton College
Kristina Oganesian, Senior Research & Planning Analyst, Cypress College
Kathleen Reiland, Faculty, Cypress College
Bryan Seiling, Faculty, Cypress College

**Committee Members Absent**
Alli Stanojkovic, Faculty, School of Continuing Education (SCE)
José Ramón Núñez, Vice President of Instruction, Fullerton College
Peter Snyder, Faculty Senate President, Fullerton College

**Resource**
Deborah Ludford, District Director, Information Services

## I. Call to Order

The meeting was called to order at 3:30 p.m. Introductions by the group were made. It was requested by Cherry Li-Bugg that Cypress College student representatives attend the IECC meetings.

## II. Comments from the Public

No public comments.

## III. Enrollment Management Data

Deborah Ludford mentioned that there was a meeting with SCE regarding SPMS to include SCE in the data because their data are currently not included. We are currently in version 1 of SPMS, but will be migrating to version 2, but timeframe is uncertain. Cherry Li-Bugg said this item was on the agenda because Santanu Bandyopadhyay thought there was an error with the SPMS data, but after validation it appears that the data is correct.

## IV. DCC Workgroup: Defining Student Success in NOCCCD

Cherry Li-Bugg summarized the DCC retreat and the presentation Darla Cooper from the RP Group gave called "Student Support Re(defined)". An outcome of the DCC retreat was that a DCC Workgroup be formed to define local NOCCCD measures of student success. Although the CCCCO Scorecard addresses some measures of student success, the Scorecard does not tell the entire story. An example of students not adequately being captured are "skills-builder" students. Cherry Li-Bugg inquired about which faculty members will be on the DCC Workgroup. Fullerton College faculty said that the Faculty Senate would like to know the formal charge of the workgroup before deciding. Cherry Li-Bugg said the charge is generally aimed at developing local student success measures,

and that she will send information to faculty regarding the charge of the workgroup. The goal for the DCC Workgroup is to have two faculty members from each campus, 2 students from each campus, Cherry Li-Bugg, and researchers as a resource.

There was also further discussion regarding measuring student success and understanding why students drop courses. Fullerton faculty have developed a list of potential reasons why students drop which will be used in a future survey. This list will be sent to Deborah Ludford, who will then distribute the list to the colleges and various constituents for approval before a survey is administered. There was discussion regarding how this data will be actionable, as well as how it will be distributed (course-level, CRN level, etc).

**V. NOCCCD IRB Review**

Cherry Li-Bugg discussed a districtwide external data request that was received by NOCCCD, and as a result, an IRB was created for NOCCCD to review such requests. The IRB consists of Cherry Li-Bugg, Deborah Ludford, Phil Dykstra, and Carlos Ayon. Fullerton College faculty mentioned that an IRB requires more formality than forming a group to review requests and suggested possibly changing the name to something other than IRB.

**VI. District-wide Services and Satisfaction Survey**

IECC is charged with developing and approving the District Services Satisfaction Survey. The cycle and structure of survey was discussed (e.g., 2-year cycle, branching). Victor Manchik recommended having sections in the survey where people can say what they liked most and least, to avoid the survey focusing only on the negative. Cherry Li-Bugg will be bringing the survey for us to review in a future IECC meeting.

**VII. Discussion**

Kathleen Reiland mentioned that at Cypress College the date for applying for awards was changed to a much earlier date due to A&R workload. She was concerned about this change because it will significantly impact the amount of awards conferred. It was decided that this was a college-specific issue and that this could be addressed by hiring additional support for A&R using equity or SSSP funds.

**VIII. NEXT MEETING**

The next Institutional Effectiveness Coordinating Council meeting will be held on November 16 at 3:30 p.m., in Room 100-B, at the Anaheim Campus.

**IX. Adjournment**

The meeting adjourned at 4:55 p.m.