



INSTITUTIONAL EFFECTIVENESS COORDINATING COUNCIL

April 21, 2025

Unofficial Meeting Notes [No Quorum]

Voting Members Present: Cherry Li-Bugg, Bryan Ventura, Dulce Delgadillo, Jennifer Carey, Gabrielle Stanco, Khaoi Maddy

Absentees: Ziza Delgado, Jose Ramon Nunez, Jill Bauer, Daniel Berumen, Jaclyn Magginetti, Bridget Kominek, Gary Jimenez

Recording Secretary: Gabrielle Stanco

I. **Call to Order:** The meeting was called to order at 3:10 p.m.

II. **Comments from the Public:** None

III. **Approval of Minutes from February 27, 2025**
Approval postponed due to lack of quorum.

IV. **NOCCCD Employee Climate Survey – NOCE-Specific Questions**

The Council discussed whether to include NOCE-specific questions about program review and planning in the 2025 Employee Climate Survey. After reviewing input from the NOCE Executive Team and broader discussions at DCC, IECC members agreed with the recommendation to exclude the NOCE-specific questions from the upcoming survey. Members noted the lack of awareness around the existing program review process at NOCE and concerns about the fairness of including questions not all departments could speak to.

It was clarified that the rest of the district will proceed with the full survey instrument, and NOCE employees will skip only that particular section.

V. **NOCCCD Employee Climate Survey – Action Planning for Results**

IECC Members discussed the rollout and messaging for the 2025 Employee Climate Survey. Key decisions included:

- **Cypress College Survey Administration:** Cypress had already administered a similar climate survey in Fall 2024. Bryan Ventura will consult with his campus leadership team and report whether they will participate in selected portions of the districtwide survey.
- **Survey Launch Date:** The survey will be administered districtwide starting April 29, 2025.
- **Survey Deadline:** The initial deadline will be May 9, 2025, with a possible extension to May 16, 2025 based on response rates.
- **Distribution Plan:** Dr. Li-Bugg will send the survey to all employees. College presidents will be encouraged to follow up with campus-specific messages to increase participation.
- **Incentive Plan:** The group agreed to include a "Lunch with the Leader" incentive at each campus, with randomly selected participants. To maintain confidentiality, a separate Qualtrics survey will collect participant names for the drawing.

Additionally, the Council began discussing strategies for using survey data to inform districtwide and local action. Suggested strategies included:

- Sharing results widely across districtwide and local governance groups.
- Using District Consultation Council (DCC) to help assign responsible parties to respond to results.
- Aligning survey results with implementation of the District Strategic Plan.

- Developing targeted action plans focused on themes such as safety, communication, transparency, and decision-making. Specific stakeholder groups were identified for each question section in the survey for potential follow-up/action.

VI. Districtwide Strategic Plan 2022-2026 – Progress Reporting

Gabrielle led a discussion on next steps for evaluating and reporting progress on the *2022-2026 Districtwide Strategic Plan*, noting that the plan was approved in fall 2024 and ends in 2026. IECC members discussed moving away from large-scale progress reports toward more agile, focused evaluations. For the 2025-26 academic year, IECC members agreed that focusing on the Employee Climate Survey results in fall 2025 and the Vision Aligned Reporting data in spring 2026 would provide two major processes that could be used to assess progress and evaluate urgent issues. The findings from the pilot of the new Strategic Compass approach to planning will be used to inform the 2027-2030 Strategic Plan development process. The Council supported the idea of launching the next strategic planning process in Spring 2026, with IECC members leading the work.

VII. Adjournment: The meeting adjourned at 4:15 p.m.