

Tuesday, October 12, 2021

1:00 p.m. - 3:00 p.m.

Via ZOOM



Institutional Integrity Committee Minutes

Co-Chairs: Daniel Berumen (M), Danielle Fouquette (F) – Acting **Members:** Alexander Brown (M), Michael Gieck (C), Juan Pablo Gonzalez (F), David Grossman (M), Kim Orlijan (F)

Student Representative: Rayaan Mamoon (S)

Guest: Carlos Ayon (M)

Recorder: Emma Hangue (C)

Members Absent: Karen Markley (F),

C = Classified; F = Faculty, M = Manager, S = Student

HOUSEKEEPING

Meeting time of order: 1:06pm

1. **Welcome**
2. **Introductions**
3. **Agenda**
 - a. None
4. **Meeting Notes**
 - a. Approval of September 28th Meeting Minutes (Ayon/Orlijan/U)
5. **Public Comments**
 - a. None.
6. **Announcements**
 - a. New Faculty Representative to the IIC
 - i. Karen Markley, Faculty Professor (Anthropology Department)

NEW BUSINESS

1. **Review IIC Mission & Functions (IIC Committee/Mission Document)**
 - a. Daniel Berumen engaged the group in a discussion on the state of the IIC Committee Mission and Functions. The committee recommended some changes to the document:
 - i. The committee feels that we can possibly remove from the Mission document: *"Review college publications to assure integrity in all representations of it's mission, programs, and services"*

IIC: The Institutional Integrity Committee regularly evaluates and makes recommendations on the College's policies, processes, practices, procedures, and publications in order to ensure the integrity and effectiveness of the College's planning and decision-making process and its alignment with the College's mission.

- ii. The committee's main publication to review is the Integrated Planning Manual.
- iii. Change the office name from OIRP to OIE
- iv. Remove *"monitor changes in accreditation standards and trends"*, since we now have an Accreditation Steering Committee that handles this already
- v. Add: *"Coordinate when relevant with the Accreditation Steering Committee"*
- b. The group will hold off on making complete revisions to the Mission document until further notice.

2. Review Draft of Calendar

- a. Danielle shared with the group a draft of an IIC Committee planning calendar that she created. The calendar is designed to be a way to help the committee to stay organized throughout the academic school year.
- b. Danielle will bring an additional draft to the committee at our next meeting.

3. Identify Goals for the new Academic Year

- a. One goal is getting full membership for our IIC Committee. Currently, we need:
 - i. 2 more classified members
 - ii. 2 more faculty members
 - iii. 1 more student member
- b. Update our functions to reflect what we are doing.

4. Discuss Institution-Set Standards & Stretch Goals

- a. Daniel reviewed the Institution-Set Standards with the group.
 - i. Course completion and success rates remain high although there was a slight decline from 2018 – 2019.
 - ii. The persistence rate fell within the last 2 years, however our degrees and certificates increased significantly.
 - iii. Overall enrollment is down 14.1% from Fall 2020 to Fall 2021. We lost over 2,000 students in both the social sciences (2,821) and math courses (2,134).
- b. Daniel will disaggregate the institution-set standards data by race and gender in order for the group to be able to have a more meaningful discussion regarding how our student success rates are doing.
- c. The committee also needs to discuss stretch goals. Some feel it would be good to pick two or three stretch aspirational goals and focus on those. Set those goals, and identify strategies for accomplishing goals.

OLD BUSINESS

1. Updates on the State of the Committee

- a. Karen Markley, Faculty Professor (Anthropology Department), has just joined the IIC as a new Faculty Member representative. We look forward to welcoming her to our

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- committee when she attends her first meeting.
- b. The committee will continue to look for new members to join the IIC.

OTHER TOPICS FOR DISCUSSION

1. Analyze disaggregated data from the Institutional-Set Standards
2. Re-visit stretch goals
3. Finalize the functions of the committee

The meeting adjourned at 2:47 p.m.

NEXT MEETING: October 26, 2021 @ 1pm (Via Zoom)

Agenda and Minutes: Gilbert Contreras, Jean Foster, Nitzya Hamblet, Rodrigo Garcia, Melisa McLellan, José Ramón Núñez, Emma Hangué, Joe Carrithers, Kim Orlijan