

Tuesday, September 28, 2021

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

Via ZOOM



Institutional Integrity Committee Minutes

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

Student Representative: Rayaam Mamoon (S)

Guest: Carlos Ayon (M)

Recorder: Emma Hangue (C)

Members Absent: None

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

HOUSEKEEPING

Meeting time of order: 1:08pm

1. Welcome

2. Introductions

3. Agenda

- a. None

4. Meeting Notes

- a. Approval of September 14th Meeting Minutes (Fouquette/Orlijan/U)

5. Public Comments

- a. Introductions of the Committee Members

6. Announcements

- a. Daniel Berumen (Director of Research & Planning) is officially one of the new co-chairs of the IIC Committee.
- b. New Management Representative to the IIC
 - i. Alex Brown, Interim Manager of the International Student Center
- c. Elaine Lipiz Gonzalez will be now serving only as a resource member due to her new Interim VPSS role.

NEW BUSINESS

1. Updates on the State of the Committee Discussion

- a. Daniel Berumen engaged the group in a discussion on the state of the committee. Alex Brown, from the International Student Center has been added as a Manager Representative to the committee. Carlos Ayon has also agreed to attend the IIC

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.

meetings as a guest member for a limited period of time. The committee might also ask Josh Ashenmiller if he would possibly like to volunteer to be on the committee again. The IIC needs 2 more Classified Representatives for the committee. The committee also needs 2 more Student Representatives. Daniel will reach out to Marwin Luminarias (Classified Senate), Ja'ren Kenyatta (President, Associated Students Senate), and Joe Carrithers (AS Faculty Advisor) to gather new members. Any change in meeting schedule times would need to be taken to PAC for backing/approval. We might send out a Doodle to see everyone's availability. The committee also discussed possibly having a schedule like PBSC where there are two set meetings a month, with the possibility of one of those meetings not being needed if it is not necessary. There was also discussion on perhaps changing the time to a later time period if necessary. For the upcoming Spring Semester, the committee has agreed that it is best to continue to meet virtually for the time being.

2. Program Review Planning (Calendar for Instructional Review)

- a. Campus Deans have asked that all instructional program reviews are turned in by October, and go to the Program Review Committee in November. The task that the IIC has is to look at the Program Review and notice trends in how they responded to certain questions, trends in looking at equity gaps, etc. During our next meeting, the committee will continue to review and go over the plan for Program Review this semester.

3. Discussion of Committee Goals for the new Academic Year

- a. Daniel shared a copy of the IIC Annual Report 2020-2021 with the committee to start the discussion on the committees' goals for the year.
- b. The committee agreed that a recommendation to start a calendar of reports would be useful. It would be good to also create a calendar for reviews in order to keep on track and stay organized.
- c. It was also recommended that we possibly look at the impact that Covid-19 has had on our students. Some feel that this might be useful data to review. Some of these themes regarding Covid might be seen in many of the upcoming Program Review documents.
- d. It was also suggested to take a look at our Mission statement again on our IIC Committee Mission Purpose document. We might want to remove some of the responsibilities of this committee since we currently now have an Accreditation Steering Committee (while this was not the case in the past when the IIC committee was first formed back in 2017).
 - i. **Possibly remove:** "Review college publications to assure integrity in all representations of it's mission, programs, and services", and, "Monitor changes in accreditation standards and trends."
 - ii. Change the office name on the Committee Mission Purpose document to "Office of Institutional Effectiveness" instead of "Office of Institutional

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.

Research & Planning”.

- e. The committee will review put the IIC Mission/Purpose Document discussion on the agenda again for next meeting.

4. ISLO Work – Global Awareness

- a. Danielle Fouquette brought out that our committee was supposed to review the ISLO data a while back, but it never got completed because the data was not shared with the committee.
- b. Spring 2020 – Critical Thinking & Communication ISLO’s - 2 reports the committee started.

OLD BUSINESS

1. Vote for a new Faculty Co-Chair

- a. Danielle has agreed to act as the acting Faculty Co-Chair for the IIC Committee for her year-long term until we get new Faculty members. (Grossman/Orlijan/U)

OTHER TOPICS FOR DISCUSSION

- 1. Standards/Stretch Goals
 - a. We have goals that are the vision for success goals. We use these goals to answer the question in mid-term report about our stretch goals, but we need to have a proper discussion on what our stretch goals should be. This will be discussed again at our next meeting.
- 2. Start a priority list
- 3. Creating a calendar for when things are due – Danielle will start a draft of a calendar for the IIC.

The meeting adjourned at 2:41 p.m.

NEXT MEETING: October 12, 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