# COApmsCOLLEGE OF ALAMEDA

Institutional Effectiveness Committee

**Meeting Notes**

Oct 8, 2020

## 2:00-3:30 pm

Via ZOOM

https://cccconfer.zoom.us/j/5833887631

Co-Chair - Faculty, Andrew Park

Co-Chair - Admin, Dominique Benavides, Director

Committee Members Present: Dominique Benavides (admin co-chair), Andrew Park (faculty co-chair; note-taker), Khalilah Beal

Guests Present: Drew Burgess, Linda Thompson

Meeting started at 2:07 p.m. The quorum was not met at this meeting and no action was taken. Notes below are summary of discussions.

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| 1. Approval of the Agenda – No action taken | Action | Chairs |
| 2. Approval of the Minutes – September – No action taken | Action | Chairs |
| **3. Institutional Set Standards Update**  Dominique discussed the methodology used to set previously set standards and how the same methodology was used to update the institutional set standards (available at: <https://alameda.peralta.edu/institutional-effectiveness/institutional-set-standards/>). Data dashboards on institutional research website and accreditation information were shared.  Andrew, Drew, and Khalilah participated in Q&A and discussion about success rate, persistence, and degree completion (and about whether targets are set in percentage terms or absolute numbers).  Dominique will send out an email with data and scenarios for further discussion on whether to change the methodology used in determining institutional set standards. | Information/Action | Dominique Benavides |
| **4. Approval of Strategic Enrollment Plan**  Dominique shared the updated strategic enrollment plan previously emailed to the committee and invites committee members to send comments to her.  Andrew Park had a question about “320 report” which was addressed. | Action | Dominique Benavides |
| **5. Program Review Update – Dashboards**  Dominique shared the program review cycle; will double check which programs did the program review last year (about 2/3 of programs, due to the issue with online module the previous year), so that only the programs that need to do the full review will do the comprehensive review; others will just need an annual program update (APU).  Dashboards available for program leads completing review were shared.  Drew and Andrew participated in the discussion and Q&A. | Information | Dominique Benavides |
| **6. ACCJC Update – District**  The draft of Standard IV D previously circulated at sister colleges in the district was discussed. Dominique answered the concerns brought up by Andrew. | Information | Andrew Park |
| 7. Other |  |  |
| **8. Adjournment**  Meeting was called to an end at 3:00 p.m. |  |  |
| Future Meetings – Second Thursdays, 2-3:30p.m., Fall 2020 |  |  |
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**Our Mission**

The Mission of College of Alameda is to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.