# COApmsCOLLEGE OF ALAMEDA

Institutional Effectiveness Committee

**MINUTES**

Nov 19, 2020

##  2:00-2:30 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), Lilia Celhay, Andrew Park (faculty co-chair, note-taker), Matthew Goldstein, Lydell Willis, Khalilah Beal-Uribe

Guest Present: Don Miller

Meeting called to order at 2:05 p.m.

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| 1. **Approval of the Agenda**

Motion to approve the agenda with the removal of #2, *approval of the minutes*. Moved by M. Goldstein, seconded by L. Celhay, M.S.U.Discussion on motion: Minutes will be approved at the next regular meeting; this removal will allow sufficient time for the presentation of #3, *institutional set standards.* | Action | Chairs |
|  ~~2. Approval of the Minutes – September~~ | Action | Chairs |
| 1. **Institutional Set Standards – ACCJC Update**

D. Benavides gave a presentation on the proposed update to the institutional set standards. ACCJC now requires that colleges set “stretch goals.” The purpose of the presentation is to “Update current institutional set standards by setting a minimum baseline value or ‘floor’ goal and stretch goal (above our current level of performance) for each standard.” For reference, the previously used methodology was setting the standard at one (1) standard deviation below the average, where the average and standard deviation are calculated from previous 3 to 5 years.The presentation included:* “Standard deviation method” (or “Engel-Benavides method”): gather the most recent three to five years of a metric, set the floor at one standard deviation below and stretch goal at one standard deviation above the mean.
* Some challenges with interpreting data including Spring 2020 (affected by COVID-19, particularly EW).
* What the institutional set standards would be for metrics, including: completion rate, student persistence rate fall-to-fall, student degree completion, student certificate completion, and student transfers.
* Two options were presented for institutional set standards for the completion rate (Option #1: include Spring 2020 data despite COVID-19; Option #2: exclude Spring 2020 data because of COVID-19).

Following members and guest participated in the discussion and Q&A during and throughout the presentation: D. Miller, A. Park, L. Willis, M. Goldstein, L. Celhay, K. Beal-Uribe. Most substantive points brought up in the discussion are captured in the motions by the committee below.Motion to approve institutional set standards as presented by D. Benavides with “Option #1” (including Spring 2020 data without modification): moved by M. Goldstein, seconded by L. Celhay, M.S.U.Motion to form a subcommittee of IEC which will: (1) look at the data and improve the process for determining the methodology for setting institutional set standards, and (2) set up processes to make recommendations (budget priorities, resource allocation, etc.) that will help us meet the goals, so that institutional set standards guide steps towards improvement. Moved by M. Goldstein, seconded by K. Beal-Uribe, M.S.U.  | Information/Action | Dominique Benavides |
|  4. Other – None mentioned. |  |  |
|  **5. Adjournment**Meeting adjourned at 3:01 p.m. |  |  |
|  Future Meetings – Second Thursdays, 2-3:30p.m., Fall 2020 |  |  |

**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.