

**Institutional Effectiveness and Development Committee**

**Membership**

**IEDC Minutes May 3, 2022**

**IEDC Cochairs**

Associate Dean of Institutional Effectiveness, Equity and Student Success	X	Yolanda Catano			
Faculty Member	X	Dr. Sydney Rice			

**Voting Membership**

Three (3) administration representatives	X	Javier Luna	X	Lupita Castro	X	Betsy Lane
Human Resources representative		Clint Dougherty				
Director of Institutional Research	X	Jose Carrillo				
Two department chairs		Jill Nelipovich		Vacant		
Continuous Accreditation Readiness Team (CART) chair	X	Dr. Jia Sun				
Pathways to Student Success Committee chair(s) one vote		Dr. Leticia Pastrana; or,		Veronica Soto-Figueroa		
Program Review Committee representative	X	Dr. Daniel Gilson				
Academic Senate full-time faculty representative (IEDC Cochair or designee)	X	Dr. Sydney Rice				
Academic Senate part-time faculty representative		Benny Benavidez				
One (1) student representative (appointed by ASG)	X	ASG Senator - Javier Melara				
Two (2) classified representative		Genaro Ayala	X	Patricia Robles		
Classified Confidential representative	X	Linda Amidon				

**Resource Members (nonvoting)**

Superintendent/President		Dr. Lennor M. Johnson				
Distance Education Coordinator	X	Xochitl Tirado				
Outcome & Assessment Coordinator		Kevin Howell				
ICC representative (Associate Dean of Institutional Effectiveness, Equity and Student Success)		Yolanda Catano				

**Recorder**

Recorder		Mabel I. Vargas				
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**Visitors**

		Trustee Jerry Hart				
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A. Call to Order

Meeting was called to order by Cochair Yolanda Cataño at 2:35 p.m.

B. Consent to Agenda

1. Approval of the Minutes for April 5, 2022  
(M/S/C) Javier Luna/Jose Carrillo to approve the minutes as presented.

C. Area Reports

None

D. Presentations

None

E. Information and Discussion

1. Program Review Committee - Update (Dr. Daniel Gilson and Jose Carrillo)
  - Dr. Gilson presented the Program Review Committee Meeting notes from April 28, 2022 (attached).
    - Timeline Proposal Review: will be presented to committees/areas on campus in May 2022.
    - Program Review Academic Data: provided an update on ideas that Program Review Committee are working on to provide data to department.
    - Reports and data are available through the Nuventive Program for review and budget enhancement.
2. Professional Development (Lupita Castro)
  - Lupita Castro provided an update on Professional Development Committee (attached).
    - The Committee is in the process of finalizing the process of Professional Development requests.
      - It has been suggested to submit requests via TeamDynamix for proper routing/review/approval.
        - Plan and process will be developed; and will be disseminated to all groups.
      - Explained the proposed process with the IEDC Committee members.
      - Budget is available for professional development.
3. ACCJC Midterm Report - Update (Dr. Jia Sun)
  - Dr. Jia Sun provided an update on the ACCJC Midterm Report - Timeline
    - The President/Superintendent has requested for the Second Read/Vote to be presented to the Board of Trustees during February's Board Agenda.
      - Groups have started working on various sections of the report in order to be finalized for review and approval.

- **Reviews and approvals of the report will be completed during the Fall semester.**

4. 2030 Comprehensive Master Plan - Facilities Update (Javier Luna)

- Javier Luna provided an update on the 2030 Comprehensive Master Plan for facilities (attached).
  - Initial Project Proposals were submitted to the Chancellor's Office for the Gym modernization, Student Services Center and Instructional Building.
    - The District received approval from the Chancellor's Office to submit one Final Project Proposal out of the three Initial Project Proposals.
    - The District decided to submit the Gym modernization as the final proposal.
  - The Auto Technology Building will be completed with Measure J funding and is expected to be completed early 2026.

5. Proposed Calendar Update (Yolanda Cataño)

- Cochair Cataño provided an update on the Proposed Committee Meeting Calendar Schedule 2022-2023 (attached).
  - (M/S/C) Lupita Castro/Dr. Daniel Gilison moved to agree on the current schedule for IEDC.
    - Committee members are in agreement to keep the current date and time for Institutional Effectiveness & Development Committee (IEDC) on the first Tuesday of the month from 2:30 p.m. - 4:00 p.m.

F. Action Items

1. Governance Survey  
(M/S/C) Javier Melara/Dr. Jia Sun to approve the Governance Survey.
2. Program Review Handbook  
(M/S/C) Dr. Daniel Gilison/Lupita Castro to approve the Program Review Handbook as presented.

G. Next Meeting

June 7, 2022 at 2:30 p.m. via Zoom

H. Adjournment

Meeting was adjourned at 3:29 p.m.