



## Institutional Effectiveness & Governance Council

**Minutes for August 26, 2021**

**12:50 pm to 1:50 pm**

### **Meeting Participants**

#### **Committee Members Present**

Dr. Kevin Fleming, Dr. Greg Aycock, Dr. Mark Hartley, Dr. Greg Ferrer, Dr. Virgil Lee, Ashlee Johnson, Timothy Russell, Dana White, Alex Spencer, Caitlin Welch, Leona Crawford, Ruth Leal, Samia Irfan

#### **Committee Members Not Present**

None

#### **Guest(s)**

Laura Adams, Charise Allingham, Lisa Nelson, Desiree Wagner

#### **Recorder**

Pending

### **1. Call to Order**

- 12:53 pm

#### **1.1 Reports/ Comments**

As first IEGC Meeting, Dr. Virgil Lee is filling in for Faculty Senate VP council member who will be chosen Monday, August 30, 2021. The four Faculty members will then choose who will be the Faculty Co-Chair.

### **2. Action Items**

#### **2.1 Approval of August 26 Agenda (Hartley/Aycock)**

- Amended to add item 4.5 Information Item: Marketing and Promotional Efforts Update.

#### **2.1 Conclusion**

- Approved by consensus

#### **2.2 Approval of Annual Meeting Schedule (Johnson/ Hartley)**

#### **2.2 Conclusion**

- Approved by consensus

#### **2.3 Reaffirm to follow Robert's Rules of Order Procedures (Lee/ Aycock)**

- PDF Attachment to assist in following Roberts Rules of Order in principle.
- Revisions made throughout the Cheat Sheet and Citation document to increase clarity and processes.

## **2.3 Conclusion**

- Approved with amendments by consensus

## **2.4 Appeals Process to Amend the SPGM (Lee/ Leal)**

- Motion to approve the Revised Appeals Process in the SPGM as referred to IEGC by ISPC in May 2021.
- Any changes to the SPGM will be an addendum with the date approved by IEGC.
- Addendum will be sent out to the College and posted on the College website every spring.

## **2.4 Conclusion**

- Approved by consensus

## **2.5 Motion to revise the agenda (Lee/ Leal)**

### **2.5 Conclusion**

- Approved by consensus

## **2.6 Motion to consider when approvals of this body take effect (Johnson/Ferrer)**

### **2.6 Conclusion**

- Approved by consensus: All addendums and edits of the SPGM will be effective immediately unless otherwise stated

## **3. Discussion Items**

### **3.1 None**

## **4. Information Items**

### **4.1 Charter purpose/scope review**

### **4.2 Chancellor's feedback about Program Review (3 Years to 5 Years)**

- When the SPGM was approved last spring, the Chancellor recommended that all three college Program Review Committees start the conversation of getting all three colleges on the same schedule for both Program Reviews and 5-year Strategic Planning cycles
- The Program Review process is an Academic Senate 10+1 item. The district program review committee would make the determination district-wide. IEGC's role is to then support the implementation of the decision and potentially change the college's strategic planning cycle.
- It was recommended that our Program Review Committee adds this as an agenda item

### **4.3 Membership**

- All members will receive outlook calendar reminders
- Co-Chairs will need to attend the IEGC meeting, agenda setting meeting, and the College Council meeting.

### **Motion to extend Meeting**

- 1:53 pm
- Motion to extend the meeting to 2:00pm (Hartley/ Johnson)

#### **4.4 Need for new entity (Program Development & Viability Senate Workgroup)**

Will send information via email

#### **4.5 Marketing and Promotional Efforts Update**

Will send information via email

### **5. Good of the Order**

- None

### **6. Future Agenda Topics**

- Marketing Charter
- Create a Timeline to prioritize IEGC charges, EMP objectives, and projects.
  - End of year survey of our annual goals
- May 26<sup>th</sup> Meeting: Agenize a discussion item with the College Council to change the Fall Council meeting schedule so it doesn't conflict with the first week of school.

### **7. Adjournment**

- Time 2:05 pm

### **Next Meeting**

Date: September 23, 2021

Time: 12:50pm to 1:50 pm