



Institutional Effectiveness & Governance Council

Meeting Minutes for February 23, 2023

Time: 12:50 pm to 1:50 pm

Location: CSS 217

Meeting Participants

Council Members Present:

Dr. Greg Aycock, Ms. Makenna Ashcraft, Ms. Caitlin Busso, Dr. Tenisha James, Ms. Ashlee Johnson, Ms. Ruth Leal, Ms. Leona Vassale, and Ms. Dana White

Council Members Not Present:

Dr. Greg Ferrer, Dr. Mark Hartley, Mr. Dan Reade, Dr. Tim Russell and Mr. Alex Spencer

Guest(s):

None

Recorder:

Ms. Desiree Wagner

1. Call to Order

- Time 12:56 PM

2. Action Items

2.1 Approval of Agenda (Ms. Dana White /Dr. Greg Aycock)

- Dr. Tenisha James Motioned: Request of additional Discussion Item 3.3: IEGC Meeting Modality
- Approved by consensus.

2.2 Approval of November 10, 2022, Meeting Minutes (Ms. Caitlin Busso /Ms. Leona Vassale)

- Edits to the minutes requested by Ms. Leona Vassale
 - Discussion Item 3.1 The use of video/audio recordings being included as additional records of official council/committee meetings. Edit: Members indicated that recordings could be useful tool if used appropriately in the spirit of collegiality ethically and with transparency.
 - Discussion Item 3.3 Rankings discussion of NC equity audit recommendations: Edit: Review and confirm which items are attach to individual EMP Goals.
- Approved by consensus.

3. Discussion Items

3.1 The Discussion of NC Equity Audit Assignments

- Reviewed the Equity Audit assignments which aligned to IEGC's scope and purview to district and the state requirements.
- Members discussed ways to address the items:
 - IEGC to focus efforts on the recommendation to establish common language around key definitions of equity, disproportionate impact, diversity, and inclusion.
 - Recommendations to collaborate with other councils, committees and workgroups at both college and district to complete efficiently.
 - Several IEGC members volunteered to send the Council a summary of any work done in this area by other groups and committees with a shared interest in equity definitions and common language.
 - Members will forward information on relevant work done by FPDC, District Racial Justice Task Force, CPROS and ASNC.
- The Council discussed the second 2022 Equity Audit Assignment to, "Develop an Equity Policy Guide to support decision-making, planning, and practices amongst Classified Professionals, Faculty, and Administrators."
 - Recommendation to review the tool kit to see what it looks like.
 - Consensus amongst the group was to table the item and reconsidered after making progress in the other area.

3.2 Support for Resource Request Ranking Rubric

- Members discussed possible changes to the rubric and process to close the loop on feedback from members during the previous cycle to provide improvement.
 - Possible improvements:
 - The addition of a new section in program review that provides an explanation on why the resource request is needed and its direct alignment to evidence and justifications in other PR sections.
 - Review/update the rubric during Spring 23, adopt a ranking model similar to Resources Council by inviting area managers to a Q&A.
 - Hold a norming session in IEGC (Early Fall)
 - Hold an overview session in College Council (Early Fall)
 - Continue to host PR ranking office hours (Mid Fall).
 - Improved training plan

3.3 3.3 IEGC Meeting Modality

- Three options were presented. The Council will hold an e-vote to select one of the three options in the next few weeks.
 - Option 1: Hold IEGC meetings fully in-person for the remainder of the academic year. All meetings would be streamed live via Zoom as “view only” with no access to interaction with the Council during the meeting. All voting members would be required to be in attendance for discussion, voting, and quorum.
 - Option 2: Hold IEGC meetings fully online for the remainder of the academic year. No individuals would attend in-person.
 - Option 3: Switch between fully in-person and fully online modalities each meeting based on the current schedule.

4. Information Items

4.1 2023-2024 PR Review Annual Update Due 3/30/23

- . The 2023-2024 PR Review Annual Update was currently open and Due one 3/30/23.

4.2 IEGC Email Account

- IEGC email account is up and running. Members will start to see all correspondence via this email address.

5. Good of the Order

5.1 Club Rush March 7th & 8th

6. Future Agenda Topics

- 6.1 The use of video/audio recordings being included as additional records of official council/committee meetings.
- 6.2 Process to make technical updates to the SPGM for addition of a new entity. (e.g., Counseling Academic Department)
- 6.3 SPGM Addendum for 2021-2022
- 6.4 2022-2023 NC Council Hybrid Meeting Roles
- 6.5 Overview of IEGC's Scope and Purview for Future Planning
- 6.6 Information Item: Rubric at March meeting/ norming session at April's meeting

7. Adjournment

- 1:43 pm

Next Meeting

Date: March 23, 2023

Time: 12:50pm to 1:50 pm

Via zoom only: <https://rccd-edu.zoom.us/j/83340733338?pwd=OEpuVkhPL0JXQ2FmYUw3VXprZkxUT09>

Meeting ID: 833 4073 3338

Passcode: 535406

IEGC Purpose

The Institutional Effectiveness & Governance Council (IEGC) coordinates, discusses, and makes recommendations regarding functions, plans, and activities related to mission, academic quality, institutional effectiveness, institutional integrity, leadership, and governance. The IEGC provides leadership and retains responsibility for ACCJC Standards I and IV, while serving as a communication link to the rest of the college regarding strategic and operational matters associated with their assigned Educational Master Plan objectives. The IEGC makes recommendations to the College Council, Academic Senate and the Vice President of Planning & Development.

| Recommendations Category | Recommendation | Institutional Goal | Strategic Planning Body | College Council Rank | Resources Council | IEGC Rank | Academic Council | Student Support Council | Total For all | Final Rank | Cabinet Assignments |
|----------------------------|--|--------------------|--|----------------------|-------------------|-----------|------------------|-------------------------|---------------|------------|---------------------|
| Equity Minded (Individual) | Develop a "Commitment to Equity" Statement or Pledge and "Guide to Equity at Norco" for new employees to review. The purpose of these materials is to have a clear and concise narrative of the expectations of an equity-minded employee and the campus' key programs and initiatives they should become familiar with. Example: Mt. San Jacinto College 2019 & Pledge Form | 8.3 | Academic Senate; College Council; District Call to Action Climate Recruitment & Retention; Faculty Professional Development Committee (already done) | 3 | 6 | 5 | 5 | 13 | 6.4 | 4 | College Council |

EXPORTS

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RESPONDENTS: 10 of 10

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QUESTION SUMMARIES

INSIGHTS AND DATA TRENDS

INDIVIDUAL RESPONSES

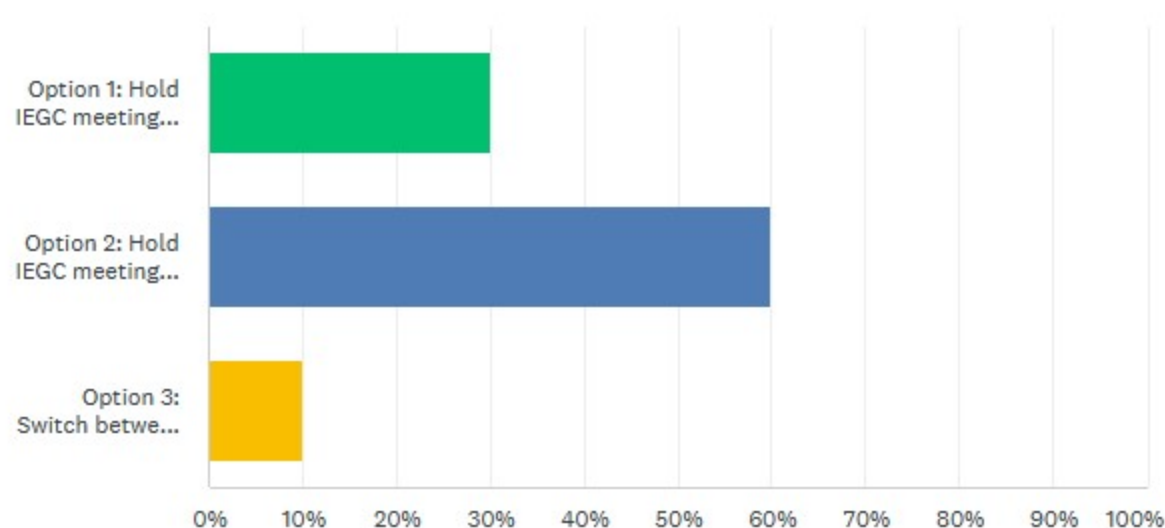
Page 1: IECG E- Vote

Q1

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The Council discussed its meeting modality for the remainder of the Spring semester. Three options were presented. Please cast your vote.

Answered: 10 Skipped: 0



ANSWER CHOICES

RESPONSES

| | | |
|---|--------|---|
| Option 1: Hold IEGC meetings fully in-person for the remainder of the semester. All meetings would be streamed live via Zoom as "view only" with no access to interaction with the Council during the meeting. All voting members would be required to be in attendance for discussion, voting, and quorum. | 30.00% | 3 |
| Option 2: Hold IEGC meetings fully online for the remainder of the academic year. No individuals would attend in-person. | 60.00% | 6 |
| Option 3: Switch between fully in-person and fully online modalities each meeting based on the current schedule. | 10.00% | 1 |

TOTAL

10

Help!

Feedback

