



**Joint Academic Senate  
Institutional Effectiveness Committee  
Santa Monica College**

**Minutes**  
December 12, 2018

***Members Present:***

Vicenta Arrizon, Nate Donahue, Lesley Kawaguchi, Hannah Lawler (Vice-Chair), Erica LeBlanc, Laura Manson, Elisa Meyer (Chair), Teresita Rodriguez

***Interested Party Members Present:***

Melanie Bocanegra, Edna Chavarry, Delores Raveling

- I. **Call to Order:** The meeting was called to order at 1:21 pm.
- II. **Public Comments:** None
- III. **Chair's Report:** Laura Manson will be on sabbatical during the Spring 2019 semester. Another faculty member will be invited to serve in her place during this time.
- IV. **Action Items**
  - a. Approval of the minutes for the November 14, 2018 meeting.  
  
Motion to approve: Nate Donahue  
Seconded by: Erica LeBlanc  
For: 5  
Against: 0  
Abstain: 1 (Vicenta Arrizon)
- V. **New Business**
  - a. Review Baseline Data for Student Success Metrics  
Hannah Lawler provided a brief demonstration of the LaunchBoard Student Success Metrics tool and highlighted the metrics on the dashboard that align with the SMC IE Dashboard. The metrics on the Student Success Metrics Dashboard follow
  - b. Goal Setting Plan  
The committee discussed the local goal setting process for the college on the Vision for Success goals required by the Chancellor's Office, including:
    - Which years to adopt as baseline years
    - When the college expects to first move the needle (which year)
    - How goals should align with systemwide goals
    - Whether we should set incremental annual goals
    - Which metrics to set goals for
    - Which equity groups to target for the equity metrics
    - Which group to serve as the reference group for equity metricsElisa and Hannah will draft a "rational" for the goal setting process decisions to sunshine to the campus.
- VI. **Adjournment:** The meeting was adjourned at 2:35 pm.