



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

**Minutes**  
November 13, 2019  
SSC 336

***Members Present:***

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

***Interested Party Members Present:***

Edna Chavarry and Elena Throckmorton

I. **Call to Order:** The meeting was called to order at 1:23 pm

II. **Public Comments:** None

III. **Chair's Report:** None

**IV. Action Items**

- a. Approval of the minutes for the September 25, 2019 meeting.

Motion to approve as amended: Laura Manson  
Seconded by: Vicenta Arrizon

The motion was passed unanimously.

V. Old Business

- a. **Committee Scope and Functions/Calendar**

Approval of the Committee Scope and Functions.

Motion to approve as amended: Nate Donahue  
Seconded by: Lesley Kawaguchi

The motion was passed unanimously.

- b. **Academics Dashboard**

Approval of the Academics Dashboard framework and metrics.

Motion to approve as amended: Teresita Rodriguez  
Seconded by: Nate Donahue

The motion was passed unanimously.

**VI. New Business**

**a. SEAP Report**

The committee identified nine disproportionately impacted (DI)/racially minoritized groups identified in the SMC Student Equity Plan to monitor in the Student Equity and Achievement (SEA) Annual Report. The committee recommended prioritizing the metrics related to the early experience of students (retention and first year English/math). The groups/metrics include:

Demographic	Gender	Metrics
Black or African American	Male	Fall to Spring Retention
Black or African American	Female	Fall to Spring Retention
Hispanic or Latino	Male	Fall to Spring Retention
Hispanic or Latino	Female	Fall to Spring Retention
More than one race	Female	Fall to Spring Retention
Black or African American	Male	Transfer-level Math/English Completion in First Year
Black or African American	Female	Transfer-level Math/English Completion in First Year
Hispanic or Latino	Male	Transfer-level Math/English Completion in First Year
Hispanic or Latino	Female	Transfer-level Math/English Completion in First Year

Approval of recommended metrics to include in SEA Annual Plan:

Motion to approve: Hannah Lawler

Seconded by: Laura Manson

The motion was passed unanimously.

**VII. Adjournment:** The meeting was adjourned at 2:37 pm.