Institutional Effectiveness Commission Meeting Notes

June 8, 2023, 1:00 - 1:50 PM, via Zoom, Attendance Record

Welcome/Announcements

Today we welcomed Susan Fahey, Interim Vice President Finance and Operations and Colman ("Colm") Joyce, Vice President Student Affairs. Along with Shelley Tinkham, Sue and Colm are IEC executive sponsors.

Sue previously worked for about 20 years in the 4J school district's finance department and at Eugene Water and Electric Board. Then she worked at Marist High School before accepting the interim position here at Lane.

Colm worked at the University of New Orleans, Oregon Health and Science University, Clark College, and the American University of Afghanistan before joining Lane.

Shoichiro ("Sho") Kamata, IEC student representative, has been accepted at UCLA - congratulations!! He will major in linguistics and computer science.

Edgar Rosas Alquicira has accepted a full-time position in Biology at Skagit Valley College, which starts Fall 2023. Congratulations, Edgar!

IEC Logo Update

The most favorite had readability issues for the "IEC" acronym. Members did not express any concerns or objections with using the second most favorite, shown below. Thanks to the DMC for the graphics!



Apply the Institutional Effectiveness (IE) Rubric

As part of the Mission Fulfillment and Institutional Effectiveness Report, which is nearly complete, we assess Lane's institutional effectiveness by using the Institutional Effectiveness Rubric. The rubric was developed by the Northwest Commission on Colleges and Universities, our institutional accreditor. The rubric is focused on Standard 1.B.1-1.B.4. Institutional maturity is rated using criteria of Initial, Merging, Developed, or Highly Developed.

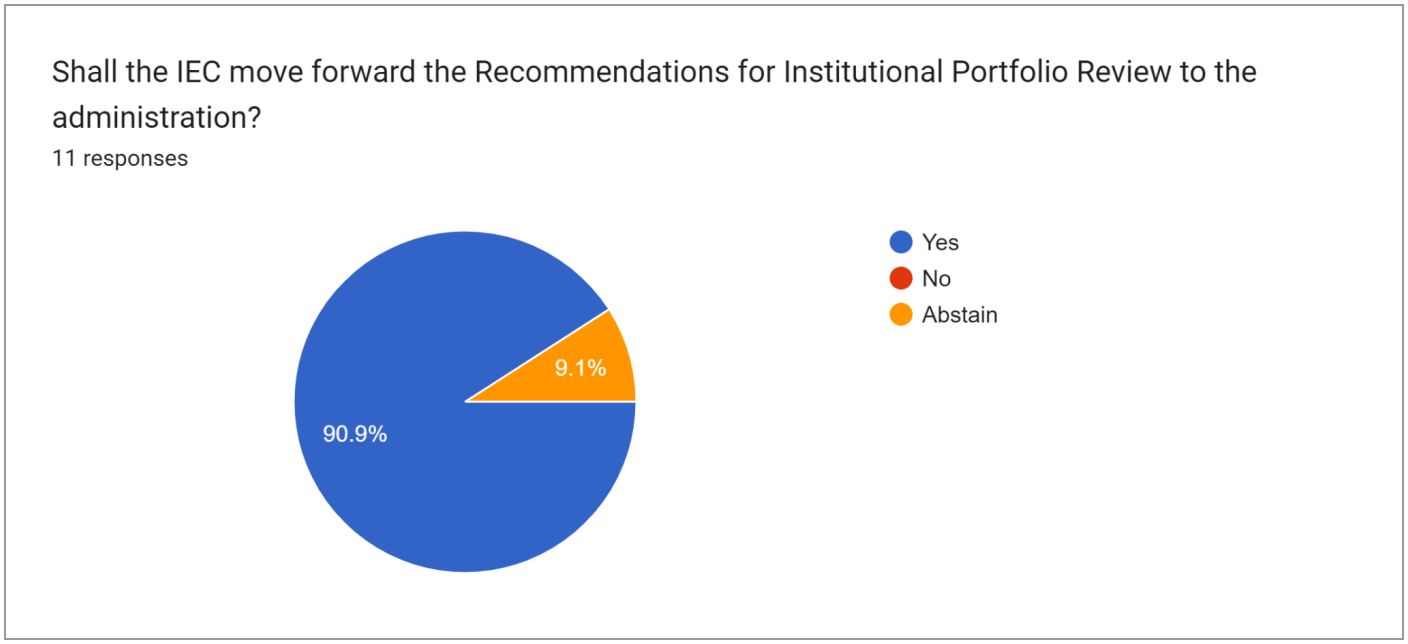
Members were asked to complete a survey to rate Lane's maturity in institutional effectiveness. The results can be viewed in the Application of Institutional Effectiveness Rubric section of the Mission Fulfillment and Institutional Effectiveness Report 2023, page 30-35.

Portfolio Review Subcommittee

In 2022, the administration asked the IEC to create recommendations for an institutional portfolio review criteria, process, and body to administer the process. The Portfolio Review Subcommittee was formed at that time and has worked for the last year to develop the final recommendations. **IEC members expressed deep gratitude to all of the Subcommittee members who completed this work – thank you!**

We discussed some of the finer points and provided clarification to those less familiar with the work. It was affirmed that the criteria, weighting of the criteria, and process will be subjected to another round of stakeholder feedback before being implemented. Sue, Colm, and Shelley, the IEC executive sponsors, can help ensure that additional feedback opportunities will be provided in the future.

Subcommittee members were asked to vote on whether or not they agree that the final recommendations should be forwarded to administration. Twelve members voted (the IEC Chair cast three proxy votes at the request of those members). Eleven voted "yes" and 1 abstained from voting. Members demonstrated overwhelming support to move forward the recommendations, as shown below.

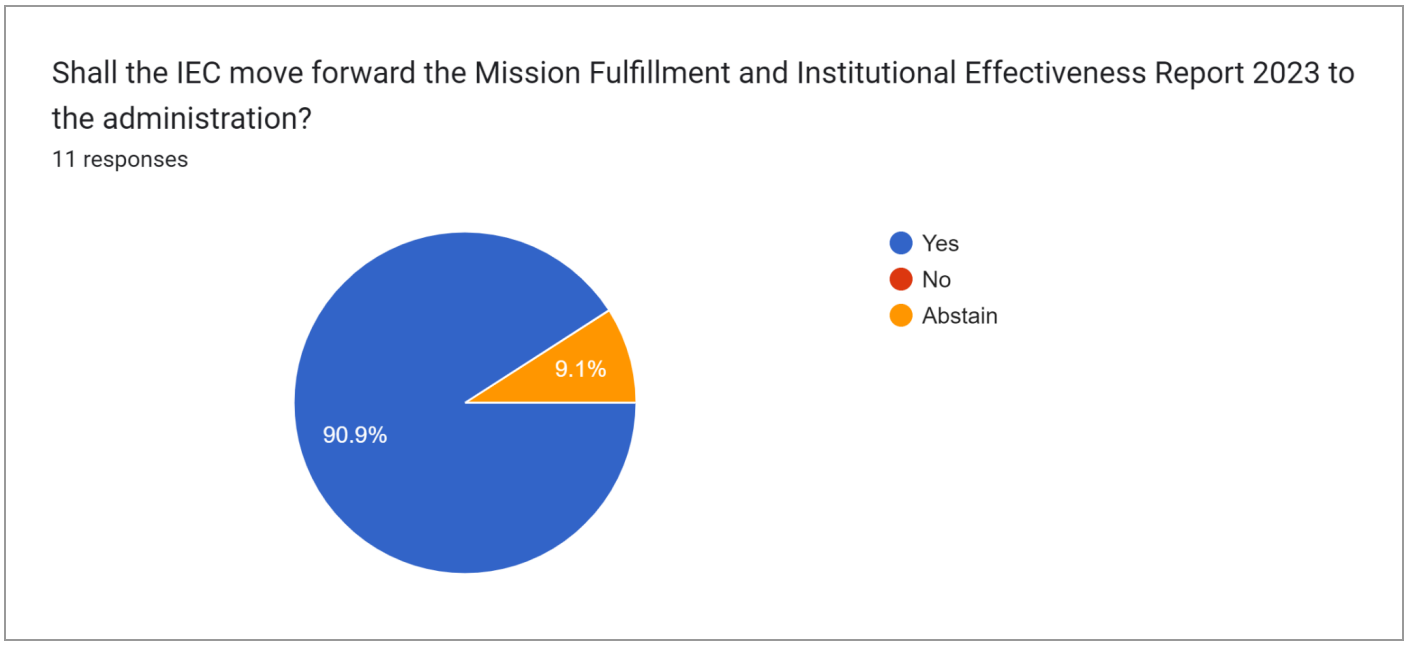


MFIE (Mission Fulfillment & Institutional Effectiveness) Report Writing Subcommittee

After many months of gathering information and writing the MFIE Report 2023, it is (very nearly) complete. Finishing touches will be completed by June 15 and the IEC Chair will email the final PDF to all stakeholders as well as posted on the IEC Reports & Resources website.

IEC members expressed tremendous appreciation to the Subcommittee members for the wonderful accomplishment – thank you!

IEC members were asked to vote on whether or not they approve of moving the report forward to the administration. Twelve members voted (the IEC Chair cast three proxy votes at the request of those members). Eleven voted “yes” and 1 abstained from voting. Members demonstrated overwhelming support, as shown below.



The meeting wrapped up with members sharing warm greetings for Sho’s and Edgar’s next steps. The IEC Chair expressed deep appreciation for all IEC members and the tremendous amount of work that has been accomplished over the past year. Thank you!

Future meeting topics:

- Update charter to reflect changes in executive sponsors or change language to be more timeless
- Review IEC Work Plan for 2023/2024
- Develop subcommittees to complete the work

- Portfolio Review related resources:
  - Synopsis of Institution-Wide Portfolio Review
  - Portfolio Review Ties to Strategic Plan
  - Subcommittee Notes
  - Notes - Sustainability Rubric for Programs & Services
  - Sustainability Rubric for Programs and Services Rubric
  - Draft criteria (academic programs; administrative programs/services)
- IEC Charter, IEC Bylaws, IEC shared drive, IEC website, IE Rubric
- IEC Work Plan (Smartsheet)

- IEC Subcommittees: Purpose and Scope of Work
- IEC Members, IEC Subcommittee Membership List, IEC Member Attendance Record, IEC Voting Record
- NWCCU Standards, NWCCU Institutional Effectiveness Rubric
- Environmental Scan Report 2022, Environmental Scan Project Plan