



## INSTITUTIONAL EFFECTIVENESS COORDINATING COUNCIL

February 6, 2023

Virtual Meeting via Zoom

### Meeting Minutes

**Voting Members Present:** Bryan Ventura, Cherry Li-Bugg, Damon de la Cruz, Daniel Berumen, Dulce Delgadillo, Gabrielle Stanco, Gary Jimenez, Jeanette Rodriguez, Jennifer Combs

**Absentees:** Jennifer Oo, Jose Ramon Nunez, Geoff Hurst

**Recording Secretary:** Gabrielle Stanco

**I. Call to Order:** The meeting was called to order at 3:05 p.m.

**II. Introductions**

**III. Approval of Meeting Minutes:** Motion to approve the minutes of the October 17, 2022 meeting made and carried.

**IV. Comments from the Public:** None

**V. Integrated Planning Manual Update**

Dr. Stanco shared the proposed updates to the Integrated Planning Manual and received input from committee members about the changes. Some of the major updates include the following:

- Updated mission statement and strategic directions to reflect latest versions from the fall 2022 Design Team and the *2021-2030 Educational and Facilities Master Plan*;
- Updated all accreditation standard references to reflect latest ACCJC/WASC standards;
- Revised Districtwide Strategic Plan focus to be a synthesis of campus and District Services plans that will aggregate the commonalities in the work being performed districtwide to achieve the District Strategic Directions;
- Revised the frequency of assessment of strategic plan progress to be “regular” (at least once in three years) instead of annual. The longer timeframe allows progress to be more accurately tracked and reported;
- Updated District Services Administrative Review process from an annual to a 3-year timeframe with an optional annual update; and
- Revised Budget Allocation section to reflect updates made in the *Budget Handbook, 2021 Update*.

**VI. Mission Vision Values Update**

Dr. Li-Bugg shared that the Design Team has finished drafting the updated Mission, Vision, and Values statements and is getting constituent feedback on the draft. Committee members shared how and where it is being discussed with constituents on the campuses.

**VII. Design Team Update for Strategic Planning**

Dr. Li-Bugg shared that the Design Team will shift focus in the spring 2023 semester to develop the *Districtwide Strategic Plan for 2022-2026*. The *Strategic Plan* will follow a Strategic Compass approach and will follow the recently revised processes described in the *Integrated Planning Manual* to synthesize and aggregate campus and District Services plans to achieve the District Strategic Directions.

**VIII. Fullerton College Update on Strategic Planning**

Daniel Berumen, Director of Institutional Research & Planning for Fullerton shared that the Fullerton College Strategic Plan is on the February 14, 2023 NOCCCD Board of Trustees agenda. There will be two open forums at Fullerton in the fall (already completed) and spring to get input on the goals and objectives outlined in the plan. The goal is to finalize the planning document by the end of spring 2023.

**IX. District Governance Committee Webpages**

Bryan Ventura, Director of Institutional Research & Planning for Cypress described the work being done for accreditation and requested that the District website (Nocccd.edu) be updated to reflect committee membership (names and roles) for districtwide governance groups. This would help provide clarity to the communication process for constituencies. The District website is currently being updated, so Drs. Stanco and Li-Bugg offered to share this suggestion with the District website team.

**X. Adjournment:** The meeting adjourned at 4:27 p.m.