

2024-25 IEC Self-Assessment Survey Report

INSTITUTIONAL RESEARCH & PLANNING

SEPTEMBER 5TH, 2025

Why this Self-Assessment?

- To **implement continuous self-assessment** as it is a need recognized and respected by our participatory governance framework
- To **create, adjust, and/or update the committee's** governance, decision-making, and communication **processes**
- To help committee members **formalize recommendations for change and their implementation**

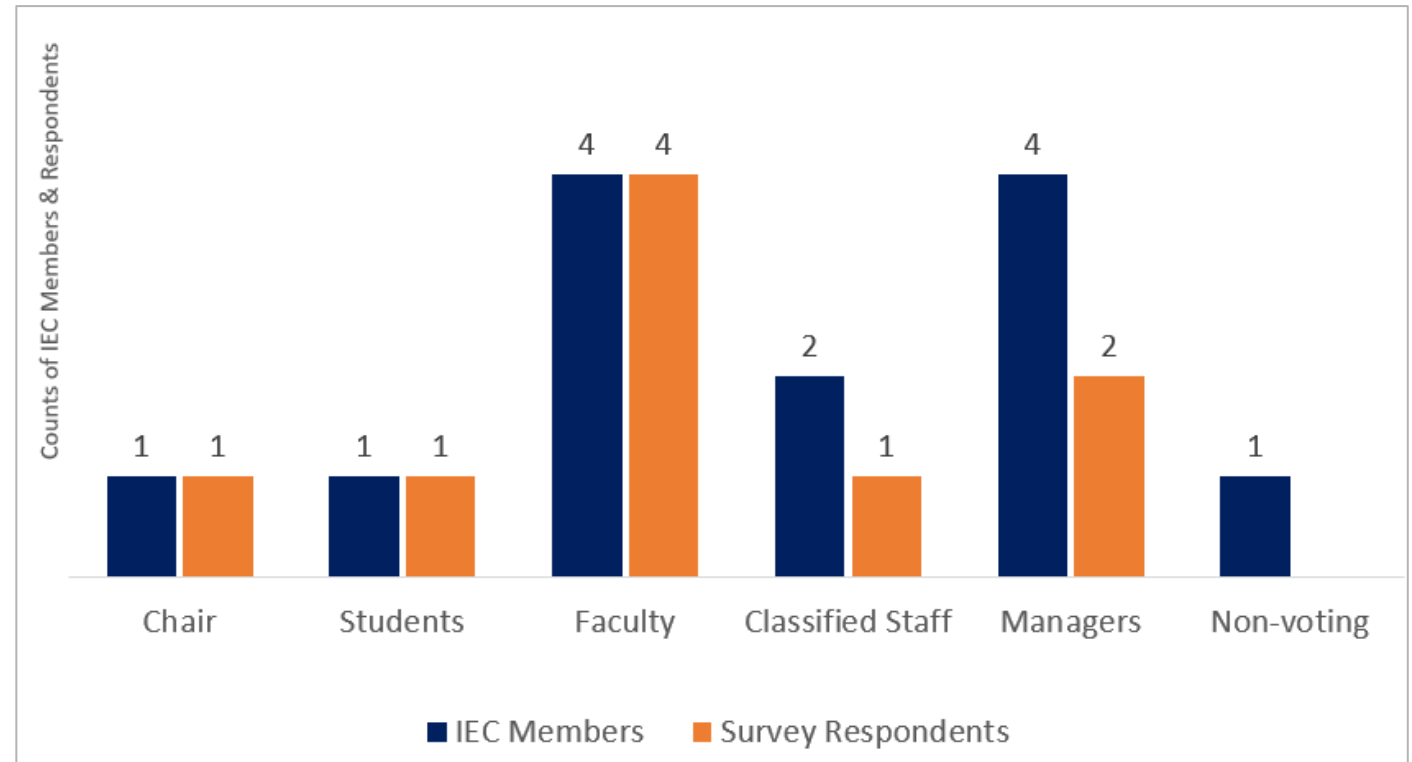
*Participatory governance recognizes and respects **the need for continuous self-assessment**. The committees' processes of governance, decision-making, and communication are **formally assessed at the end of every year**. **Committees use results to create, adjust and/or update these processes**. **Committee members commit to formalize recommendations for change and their implementation** (Participatory Governance, Planning & Decision-Making Handbook, p. 6).*

Who Participated in the Self-Assessment at the end of 2024-25?

Response Rate: 69% (9 out of 13)

Key Insights

- Full representation of chair, and students, and faculty
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- 50% of participation of classified staff and managers
- Non-voting member did not receive survey link.



Takeaways for Action

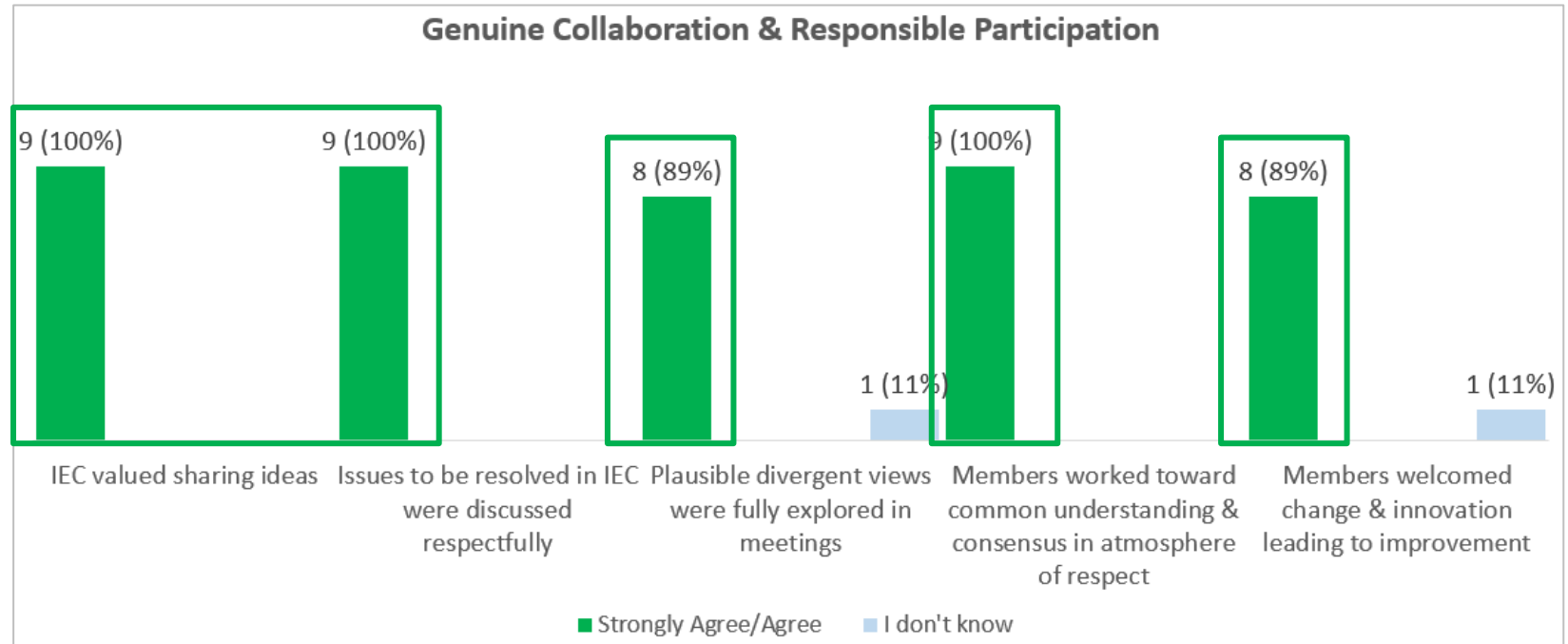
- Make **survey participation easier** and highlight how **feedback** serves to **continually improve**.
- Emphasize the **importance** of **staff and managers' unique perspectives** in the assessment.

Genuine Collaboration & Responsible Participation

5 QUESTIONS

KEY INSIGHTS

- Unanimous agreement on core collaborative practices
- Slightly lower agreement on exploration of **divergent views** and welcoming **change and innovation**



TAKEAWAYS FOR ACTION

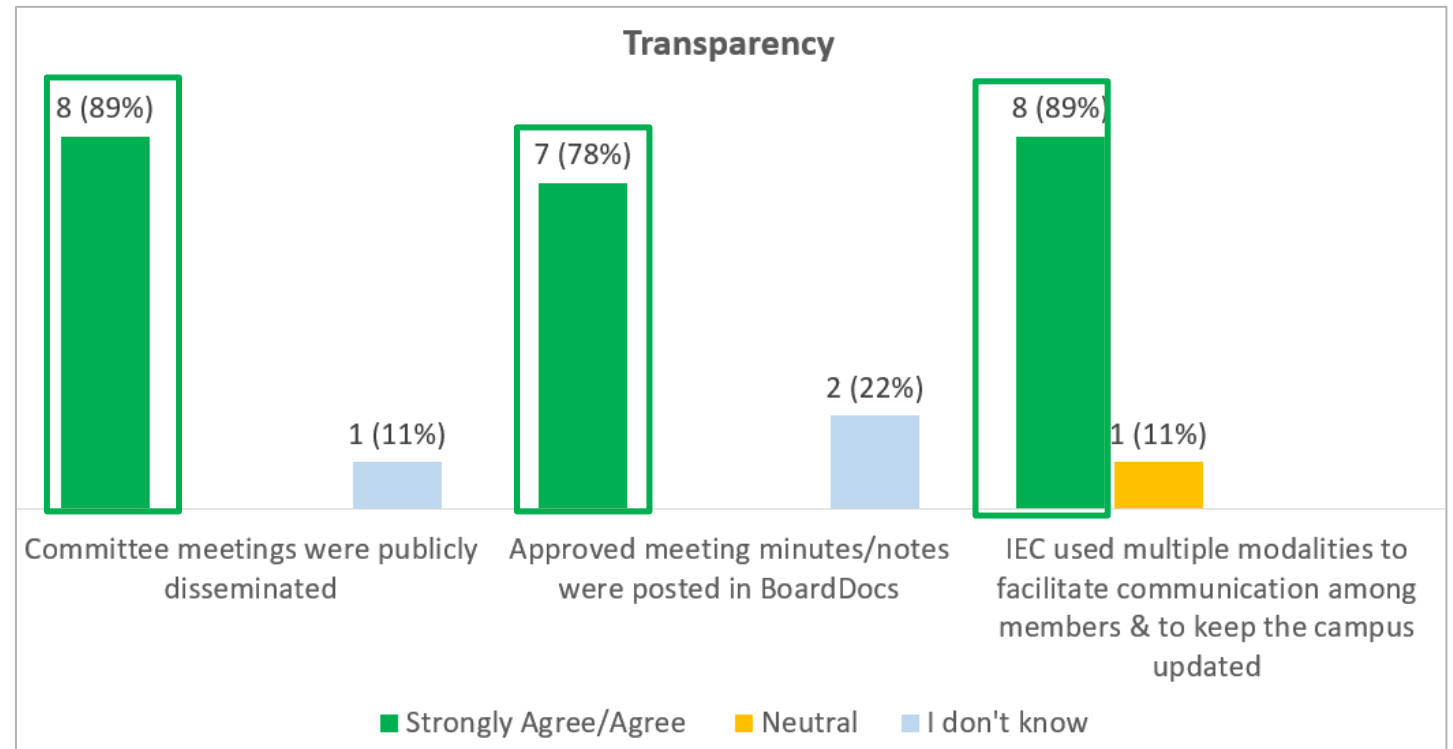
- Sustain and reinforce **core collaborative practices**
- Embed **change and innovation as a standing agenda item** to invite IEC members to contribute suggestions for improvement.
- Incorporate **intentional moments** during meetings (devil's advocate role, anonymous polling) to encourage open **expression of differing perspectives**.

Transparency

3 QUESTIONS

KEY INSIGHTS

- High overall **agreement on transparency practices**
- Slightly **lower agreement on posting of meeting minutes**
- IDK & “neutral” suggest that **not all members** are fully informed or confident about **transparency mechanisms** being implemented.



TAKEAWAYS FOR ACTION

- Establish a clear and consistent **protocol for posting** approved meeting **minutes** in BoardDocs
- Provide a **refresher** to all committee members outlining **how the committee ensures transparency**
- Continue **using multiple communication** methods

Committee Governance, Decision-Making & Communication Processes

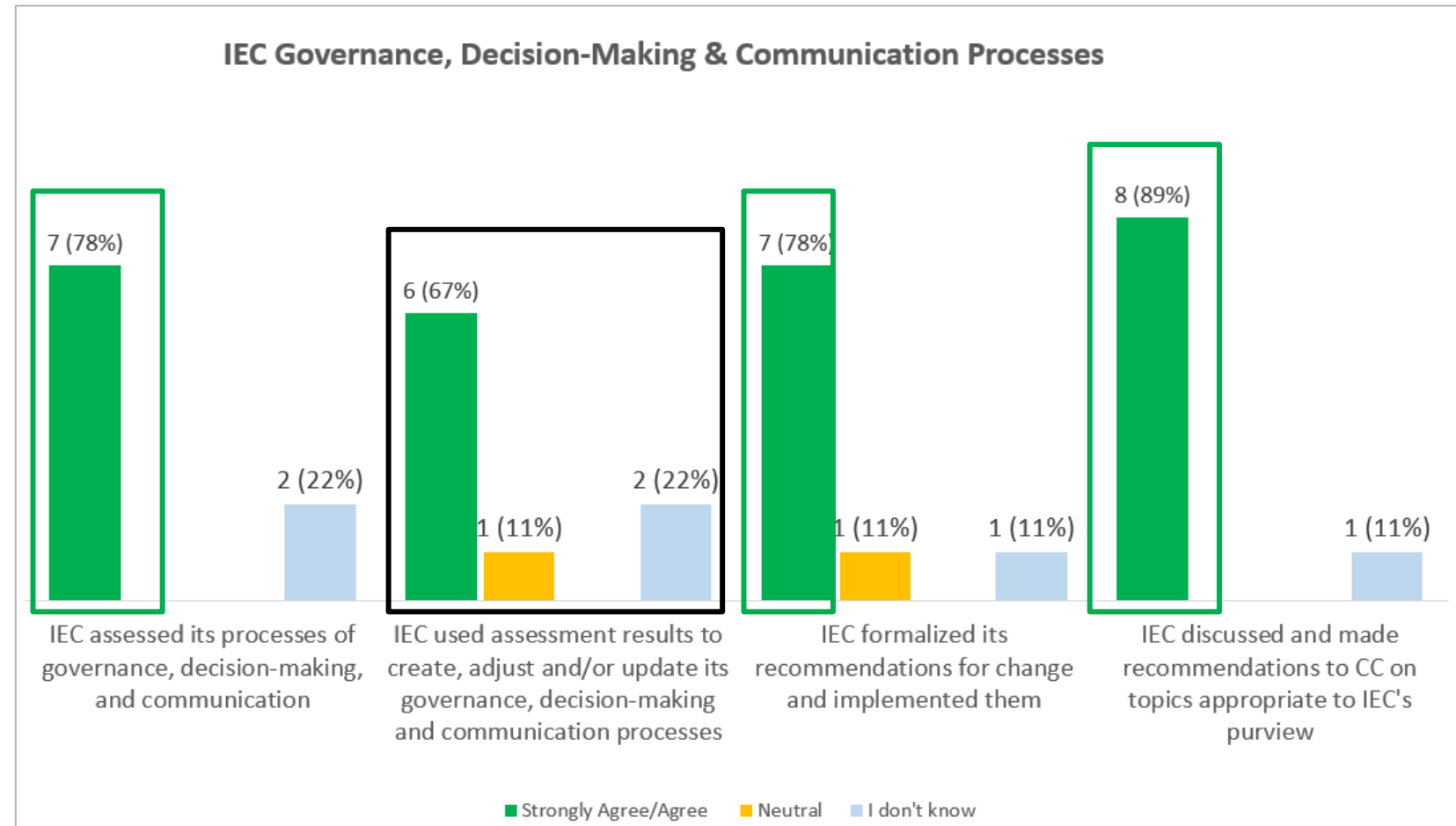
4 QUESTIONS

KEY INSIGHTS

- **Strong perceived functioning** in core governance responsibilities
- Regarding use of assessment results, **neutral and IDK** are **expected** responses since this was the **first time the committee completed a self-assessment**.
- The IDK responses across all questions suggests **some committee members may lack clarity** regarding **internal IEC processes** and follow-through activities.

TAKEAWAYS FOR ACTION

- **Sustain and build** on strong governance practices
- **Enhance IEC's familiarity with self-assessment** purpose and use
- Improve **communication about internal processes** and follow-through (considering the IDKs)

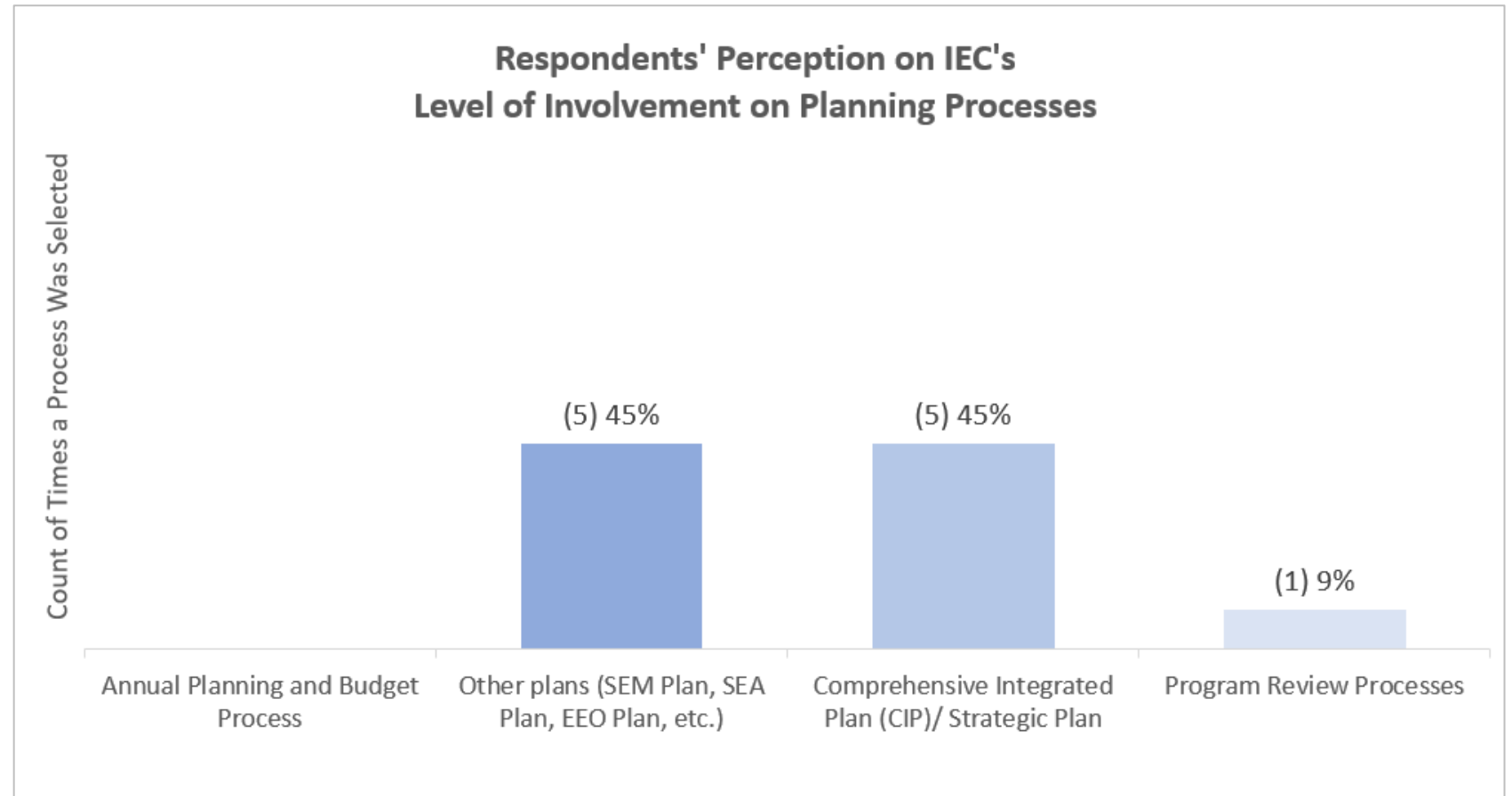


Assessment IEC's Role on Planning Processes

8 QUESTIONS

KEY INSIGHTS

- Perceived **stronger involvement in CIP/strategic and institutional planning.**
- **Low perceived involvement in program review processes**



TAKEAWAYS FOR ACTION

- Facilitate committee dialogue to **clarify and affirm which planning processes** the IEC should be actively involved in.
- **Increase involvement in planning processes** where the IEC should be involved (review IEC charge).

KEY INSIGHTS

- The **CIP/Strategic Plan** stands out as the **most consistently recognized area of IEC involvement**

- **Program Review Processes**

Previous Chart: Only 1 respondent perceived IEC involvement.

Current Chart: 6 respondents evaluating IEC's effectiveness in Program Review

- **Annual Planning and Budget Process**

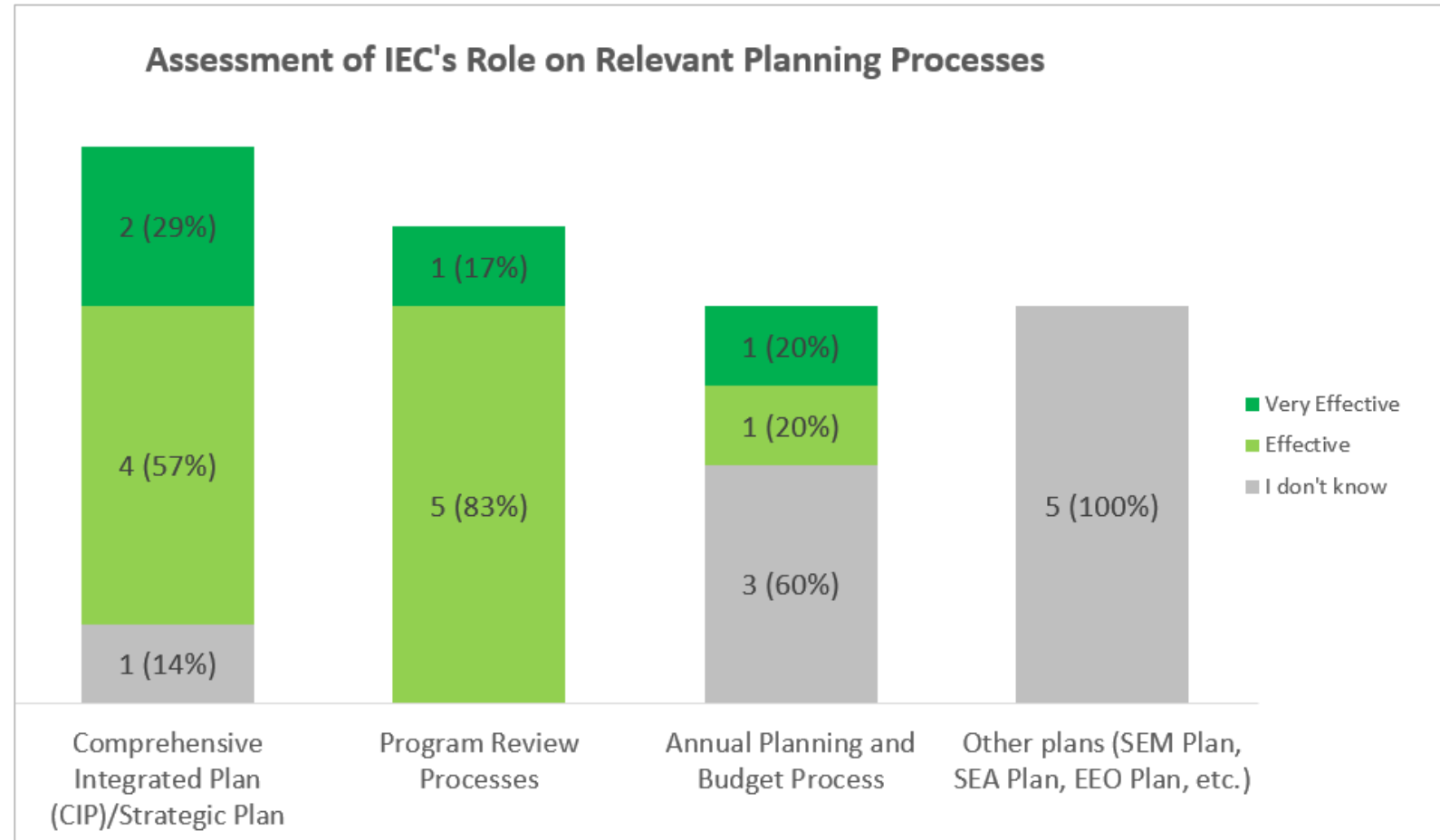
Previous Chart: No respondent indicated IEC was involved.

Current Chart: 4 respondents evaluating IEC's effectiveness

- **Other Plans (SEA, SEM, EEO, etc.)**

Previous Chart: 5 selections, indicating recognition of IEC's involvement.

Current Chart: 5 "I Don't Know" responses, suggesting uncertainty or unfamiliarity.



TAKEAWAYS FOR ACTION

- **Clarify survey questions** related to **planning processes**
- **Clarify IEC's Role** to improve consistency in interpretation of IEC's level of involvement

Committee Members' Responsibilities

8 QUESTIONS

KEY INSIGHTS

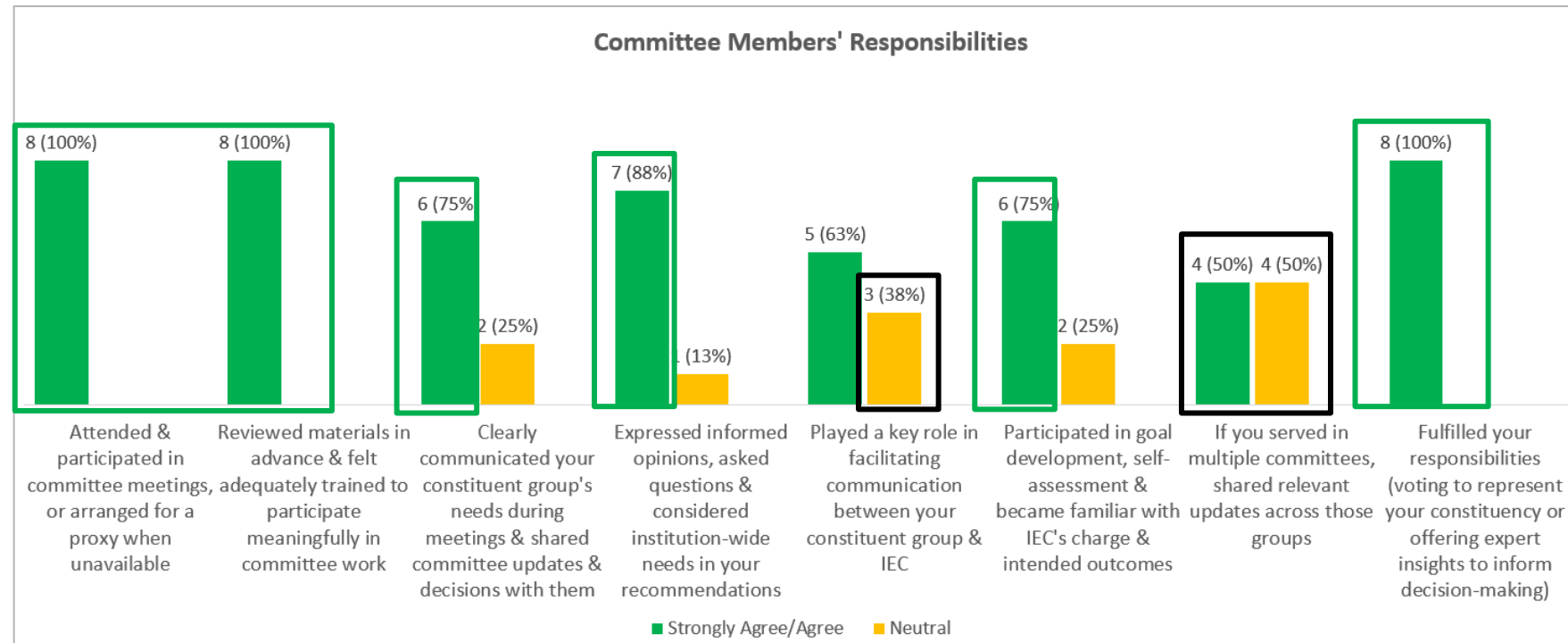
Strong level of commitment to foundational responsibilities. 8 of 8 respondents:

- Participated in meetings or arranged for a proxy.
- Reviewed materials and felt prepared.
- Fulfilled rep. responsibilities.

Most respondents are engaging in dialogue. 6 or 7 respondents:

- Communicated constituent group needs.
- Expressed informed opinions and considered institutional needs.
- Participated in goal development and self-assessment.
- **Variability in facilitating information flow between IEC and other committees:** only 4 respondents indicated sharing updates across committees, with other 4 selecting “neutral.”

- **Opportunities for strengthening communication with constituent groups:** 3 respondents were “neutral” on whether they played a key role in facilitating communication between constituent group and IEC.

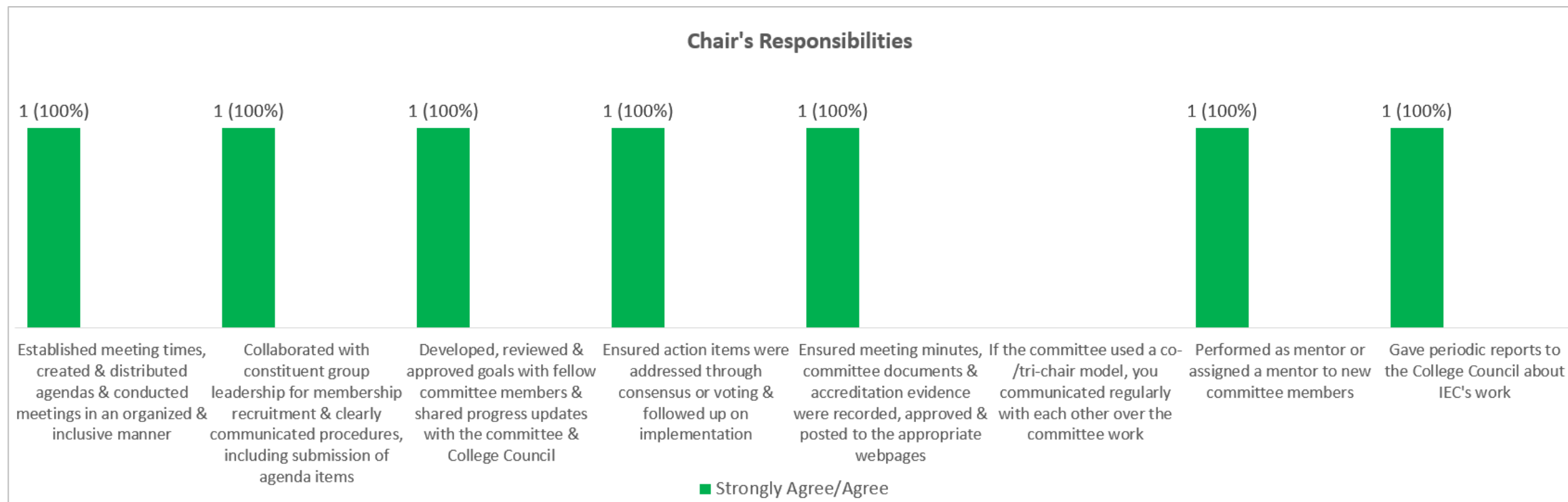


TAKEAWAYS FOR ACTION

- **Provide tools** (templates, talking points, sample updates) to help members **communicate IEC updates** to their constituent groups, and vice versa.
- Create standing agenda items inviting **IEC members to share updates** from other committees they serve on.

Chairs' Responsibilities

8 QUESTIONS



KEY INSIGHTS

- Full completion of chair responsibilities
- Strong leadership in governance and communication

TAKEAWAYS FOR ACTION

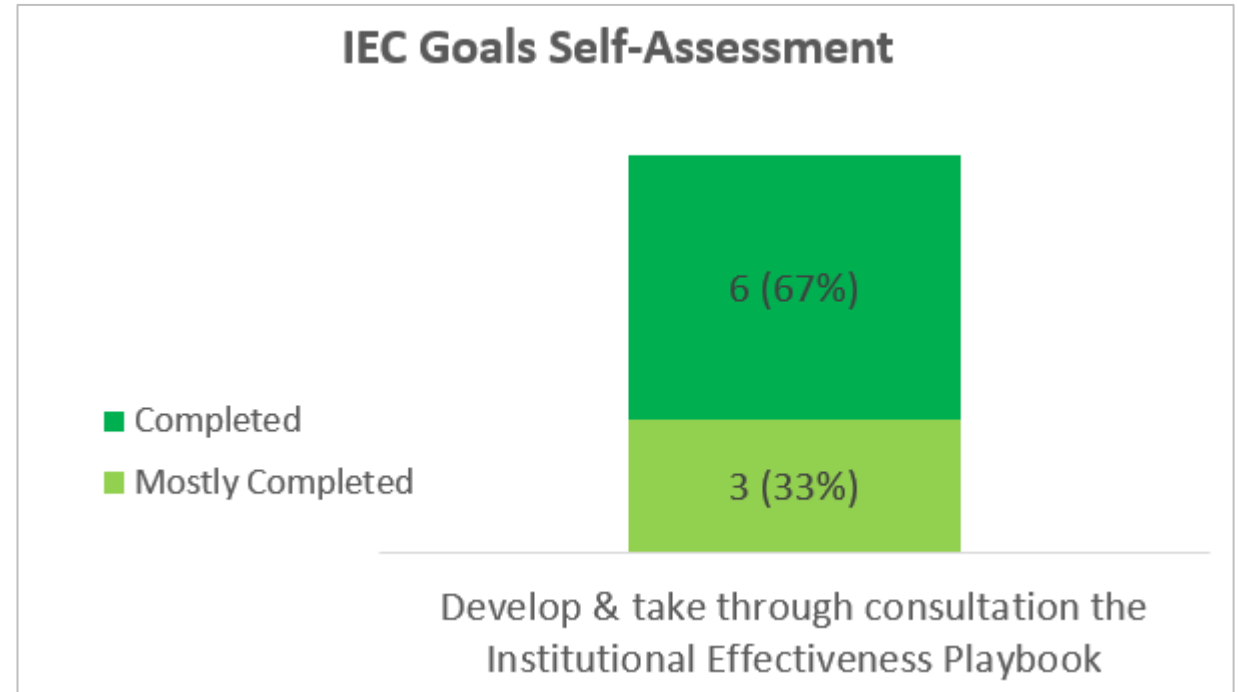
- Introduce a mid-year peer review process to monitor leadership progress and identify support needs.

2024-25 IEC's Goals Assessment

6 QUESTIONS

KEY INSIGHTS

- **IEC goal largely achieved:** the 9 respondents rated with “completed” or “mostly completed”.
- **Room for closing the loop:** the “mostly completed” responses suggest some incomplete steps (consultation/dissemination).
- Note: the ILO report goal was not set as a goal since this project was introduced to the IEC after the goal setting activity.



TAKEAWAYS FOR ACTION

- Ensure **IE playbook's broad consultation and endorsement**
- Plan for **dissemination and implementation of the IE playbook**

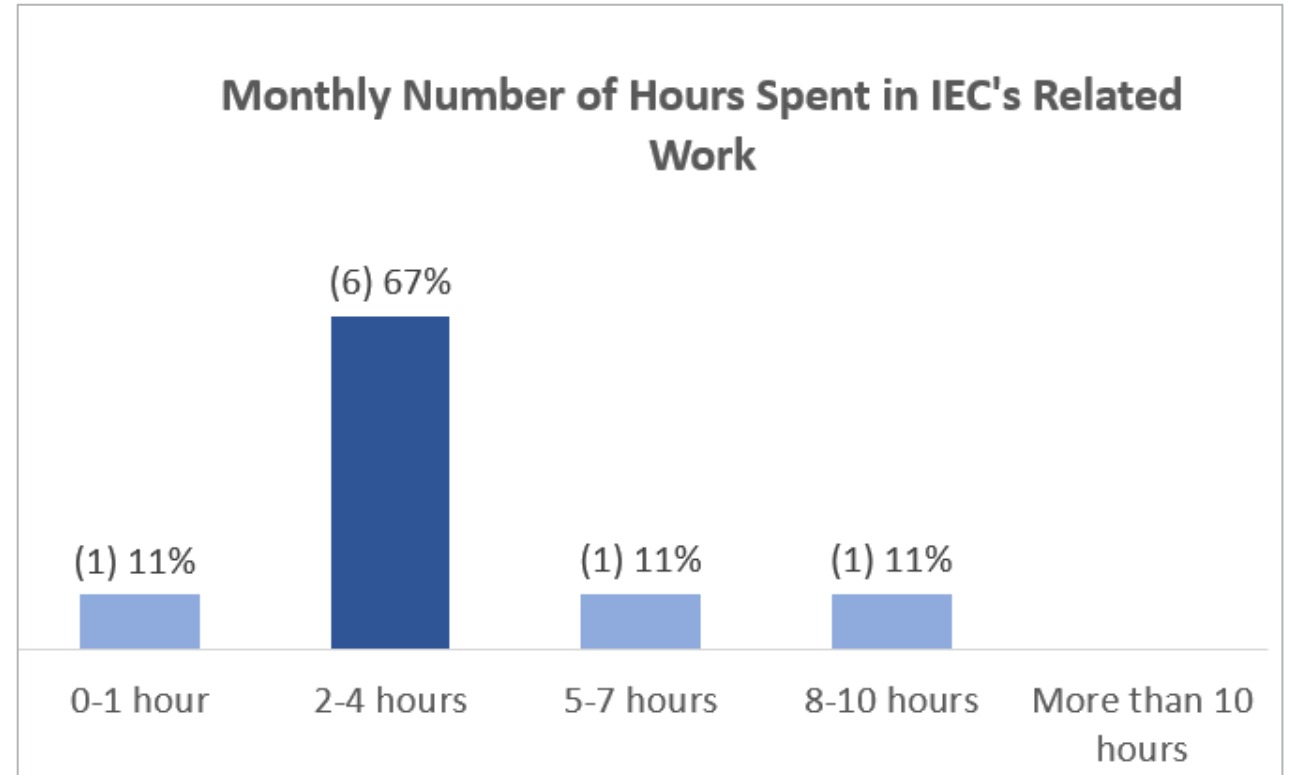
Monthly Time Spent on IEC Related Work

KEY INSIGHTS

- **Most respondents spend 2–4 hours monthly. Workload is manageable and consistent with expectations** for shared governance participation.
- **2 respondents** reported spending between **5–10 hours** per month: some invest more time, **likely due to additional committee responsibilities.**

TAKEAWAYS FOR ACTION

- Ensure **equitable workload distribution**, when possible
- **Use this data to inform** meeting cadence and task planning



Includes: meetings, preparation, and follow-up tasks

Accomplishments Mentioned by Respondents

- Developed Institutional Effectiveness Playbook.
- Provided a practical tool for data-informed decision-making.
- Developed ILO report.
- Discussed on how to disseminate the IE Playbook.
- Brainstormed ideas to assist with IE Playbook implementation.
- Onboarded new members.
- Monitored progress/helped reviewed program review and annual update process.

Improvements Mentioned by Respondents

- Establish a campus-wide program review committee as part of the Institutional Effectiveness committee
- Help disseminate Institutional Effectiveness Playbook and encourage utilization
- Support data literacy to improve data-informed decision-making
- Provide training for accreditation
- Continue to figure out who we are as a committee and how we can best support the work in the College
- Continue work on 3-year strategic plan, review ILO report, use the IE Playbook in the implementation of first CIP Strategic Plan.



Thank You Questions?