



FOOTHILL COLLEGE

Institutional Effectiveness Committee Agenda

Meeting 1:00 pm – 2:30 pm
Admin Conference room #1901
February 12, 2026
Zoom Meeting ID: 890 2840 2043

Attendees: Doreen Finkelstein, Voltaire Villanueva, Elaine Kuo, Stacy Gleixner, Kelaiah Harris, Dolores Davison, Kimberly Escamilla, Bret Watson

| Item | Presenter | Description | Time |
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| Approval of Minutes | | <ul style="list-style-type: none"> January 22, 2026 | |
| Minutes approved. | | | |
| Updates | Various | <ul style="list-style-type: none"> ACCJC Annual Report Unlocking Opportunity SLOs MIPC + Blueprint 2030 Program Review: Focus Group | 1:00-1:30 |
| <p>ACCJC Annual Report Elaine Kuo reported on the ACCJC Annual Report, noting that both the Annual Report and Fiscal Report are due April 15th. Updates from the ACCJC webinar were minor and focused on streamlining the submission process through improved software and slight clarifications. Access to official templates will come through Stacy Gleixner as the ALO, though templates are also available on the ACCJC website; an action item was assigned to follow up with Stacy and share the templates with the IEC for review. Responsibilities were reaffirmed, with Brett supporting the fiscal report.</p> <p>Unlocking Opportunity The committee discussed the Unlocking Opportunity initiative, a three-year Aspen Institute effort in which the college is participating as part of a national cohort focused on improving transfer and labor market outcomes. Teresa Ong is leading the project, with early planning conversations underway and additional engagement expected through MIPC in the coming months. A key area of focus will be developing labor market and return on investment (ROI) metrics, with an emphasis on ensuring faculty involvement and ownership in shaping the</p> | | | |



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narrative. It was noted that this work aligns with broader statewide and national conversations, including ACCJC and ASCCC efforts, with ASCCC currently developing guidance and a resolution on ROI. To support proactive engagement, an action item was assigned to agendaize ROI and labor market metrics for discussion at the February 23rd Academic Senate meeting.

SLO

There are no IEC updates at this time; SLO work continues to move forward.

MIPC + Blueprint 2030

Elaine provided an update on the MIPC and Blueprint 2030 presentation. IEC's recommendation regarding the division of roles and responsibilities for Blueprint 2030 was presented to MIPC and formally adopted. The framework assigns MIPC responsibility for communication, ensuring clear and consistent messaging; participation, promoting broad, college-wide engagement rather than isolated departmental efforts; and decision-making, emphasizing transparency through public communication.

Program Review: Focus Group

Elaine provided an update on the program review focus groups for educational programs held on February 9th and 11th. Participation included a small but engaged group of faculty and deans, though it was not fully representative across divisions. To address this, the group agreed on the need for broader outreach, including a follow-up survey to program chairs and deans, as well as a separate focus group for Allied Health. The goal is to validate emerging themes, ensure cross-divisional representation, and gather more comprehensive input before advancing recommendations.

Discussion of focus group feedback highlighted a strong interest in improving the program review process through increased collaboration and clarity. Participants noted concerns about inconsistent reader experiences, limited cross-disciplinary understanding, and constraints within the current template that make it difficult to fully convey program context. While some found value in outside reviewers, others experienced misalignment due to lack of context or interaction. There was general support for synthesizing key themes into clearer draft materials (e.g., a revised template or process outline) to support more informed, campus-wide feedback.

A major theme was the desire to shift toward a more collaborative, improvement-oriented model. Faculty expressed strong interest in a "pod"-like structure that facilitates dialogue between writers and readers, reduces the perception of evaluation as judgment, and supports shared learning. There was also interest in enhancing the template to include clearer program context, summaries of changes since the last review, and opportunities for earlier, optional dean engagement to provide strategic and budgetary context. At the same time, participants emphasized the importance of maintaining a culture of continuous



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improvement, with prompts focused more on current practices, past efforts, and iterative learning rather than solely future planning.

The group also discussed balancing standardization with flexibility. While consistent data and prompts are necessary, there was support for limited customization through structured data requests and alignment with resource requests. Defining success remains complex, with tension between institutional priorities and program-level autonomy, indicating a need for clearer guidance. Additional considerations included revisiting terminology to reflect a more collaborative approach and improving alignment with broader institutional goals.

Next steps focused on expanding outreach and refining the process. The group agreed to share high-level focus group themes—rather than fully developed proposals—with faculty to gather feedback through a survey. Input will be compiled and brought back to IEC to guide further development. Continued exploration of the pod model was supported, with attention to feasibility, workload, and applicability across both educational and educational support programs. The process will remain iterative, with flexibility to adapt based on feedback and evolving needs.

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| Blueprint 2030 Report Out Framework | Elaine Kuo | Report out framework/structure | 1:30-2:30 |
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The committee revisited prior decisions for Blueprint 2030 evaluation to document both implementation (via a scorecard) and iterative improvement (via a separate “meaningful change” rubric), with the expectation that goal stewards would provide periodic updates to IEC, and that IEC would share a summarized scorecard and report with MIPC.

A key discussion focused on the level of detail needed for reporting. Participants debated whether scorecards should be completed at the objective level (approximately 20 total) or only at the broader goal level. While objective-level reporting could improve visibility into overlap and coordination, concerns were raised about feasibility, workload, and redundancy. The group generally favored simplifying expectations by limiting detailed reporting—such as timelines, resources, and coordination—to the goal level, while capturing only basic information (activities and anticipated outcomes) at the objective level.

The concept of “strategic coordination” was explored, encompassing both alignment of efforts across teams working toward similar outcomes and distribution of work to avoid overextending individuals. Participants noted limited visibility into involvement across multiple objectives, which could lead to duplication of effort or staff being spread thin, particularly in high-demand areas such as data support, marketing, and operations. Goal stewards were identified as responsible for documenting coordination within their goals, gathering input from objective stewards as needed, while IEC would monitor alignment and duplication across goals.



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The group also addressed challenges related to workload and prioritization. While goal stewards can prioritize work within their own goals, there is no current process for prioritizing across goals. Early identification of resource needs and transparent sequencing of work were emphasized, with an understanding that not all objectives require the same level or type of support. Simplified tools, such as activity lists or visualizations like heat maps, were suggested to highlight overlap and foster collaboration without imposing excessive reporting requirements.

Finally, the group agreed to move forward with a simplified reporting approach by developing one scorecard per Blueprint 2030 goal for the first year. Draft scorecards will be shared with goal stewards for feedback before broader implementation. Discussions related to “meaningful change” will be revisited at a future meeting.

DRAFT