



Institutional Research and Planning Committee

MINUTES

Monday, June 2, 2025
10:00 a.m. – 11:00 a.m. via Zoom

Committee Membership and Attendance

(P=Present; A=Absent)

| Committee Chair: | | Faculty: | | Guest(s): | |
|----------------------------------|---|--------------------|---|-------------|---|
| Lan Hao | P | Toros Berberyan | P | My Chau | P |
| Management: | | Dave Kary | P | Dana Hester | P |
| Eric Calderon | P | Michelle Plug | P | | |
| Elaine Lipiz Gonzalez | P | Levi Richard | P | | |
| Jessica Lopez Jimenez | P | Raul Sanchez | A | | |
| Bala Sethu Raja | P | Classified: | | | |
| Ty Thomas | A | Anthony Delgado | P | | |
| Supervisor/confidential: | | Yueyi Huang | P | | |
| Doug Schultz | A | ASCC | | | |
| Academic Senate Designee: | | K. Alexa Gonzalez | P | | |
| Robert Loya | P | | | | |
| Priscilla Englert | P | | | | |

1. May 5, 2025 Meeting Minutes Review and Approval

The minutes were approved as presented.

2. Webpage on Student Outcomes Data (Strategic Objectives) per the ACCJC Rubric for Effective Institutional Outcome Transparency: Continued Discussion

<https://www.citruscollege.edu/admin/research/Pages/strategicobjectivesdata.aspx>

The group was reminded of how the college needs to do a good job of “storytelling” and being transparent when displaying data on the college’s website in accordance with the ACCJC Rubric for Effective Institutional Outcome Transparency.

The college is mindful that it will soon be time to begin developing the next five-year strategic plan (2026-2031). During the process, we may consider carrying over the current list of objectives to the new plan. Some of these objectives may be removed and new ones added as appropriate.

The group continued their discussion from the May 5 meeting beginning at objective 10:

10. Workforce Certificate Completion Among African American and Latinx Students

- This metric includes workforce certificates only - CSUGE and IEGETC certificates are excluded
- The 2026 targets for both student groups (African American and Latinx) are based on five-year averages from 2015-16 through 2019-20
- There has been a noticeable upward trend in the number of Latinx workforce certificate completers from 2020-21 through 2023-24

11. Transfer of Disproportionately Impacted Groups

- The four disproportionately impacted groups (DSPS; Native Hawaiian or Pacific Islander; Foster Youth (male only); LGBTQ) were derived from the college's former student equity plan
- The number of transfers shows the raw, whole number of student transfers per group in a specific year
- DSPS transfer numbers are calculated using:
 - Students who have registered with DSPS will have a "flag" on their Banner profile. These students are recognized in the number of transfers (e.g., 2022-23 – 71 students). There may be students with disabilities who have transferred, yet never registered with DSPS and these student numbers **are not** reflected in the "71 students."

A request will be made to change the online display of objectives 10, 11 and 15 to match objective 9. This will make the webpage easier to read.

12. Overall Degree Completion

- The data shows a downward trend.
 - It was suggested to add language to the narrative or display the data differently over the most recent years to put into perspective the post-pandemic decrease in enrollment as being a factor in the decrease in overall degree completion.
 - We can expect to see an increase for 2024-25.

13. Workforce Certificate Completion [collegewide]

- This metric includes workforce certificates only - CSUGE and IEGETC certificates are excluded
- The target by 2026 is 483 (based on the five-year average)
 - The college has consistently surpassed this goal.

14. Student Transfers to Four-Year Institutions [collegewide]

- Similar to objective #12, there is a gradual decline in recent years
 - It was suggested that there may be a shift in students' preferred academic goals (e.g., acquiring a workforce certificate (quicker) as opposed to taking longer to earn a degree)

Most students change their academic goal from the time of completing their CCCApply application. It would be good to have a consistent mechanism in place for changing the record in Banner when a student changes their goal.

Student's course-taking patterns can be an indicator of their goal, despite what they indicate in CCCApply or what is in Banner.

15. STEM Program Completion Among Underrepresented Students

- This is a student equity plan metric
- A comment was made that Latinx math and English completion is on the rise

16. Licensure and Credential Pass Rates

- Metric details are reported in the [ACCJC annual report, question 24, page 8](#).

17. CTE Unit Completion

- Post-meeting: the objective title name has been changed on the website to clarify the minimum units completed: **“CTE Nine+ Units Completion”**
- This is a direct measure from the student success funding formula (SCFF)
- The target of 1,950 is based on the five-year average.

18. Attainment of Living Wage

- The data source came from the statewide dashboard. It is also a SCFF metric

19. Enrollment Yield Range

- Based on students who enrolled after applying
- The year 2020-21 shows a dramatic drop to 6%
 - This is due to the influx of fraudulent applications
- A post-meeting edit was made to the website for clarification: “Please note the enrollment count refers to non-special admit credit enrollment.”

Closing thoughts:

- A suggestion was made that, moving forward, objectives (goals) be designed in which their outcomes are not subject to external factors that are beyond the college’s control – aside from the objectives for metrics the college is required to report on
- Avoid setting goals wherein attaining that goal involves changes in numbers that are smaller than the annual statistical fluctuations
 - The current goals have been set with 5-year averages in mind
- The “storytelling” component of the rubric is important – it affords the college an opportunity to describe changes (sometimes drastic) to the data that the general public may not otherwise consider (e.g., how the pandemic effected enrollment and students’ academic success)

3. Proposed IRPC Meeting Dates: 2025-26

It was explained that the 2025-26 meeting dates were set to avoid conflicts with other committees. There were no objections by the group.

9/22/25

10/20/25

11/17/25

3/2/26

3/30/26

4/27/26

6/1/26

Meeting adjourned.

NOTE: This meeting’s supporting documents including the recording and chat transcript are available upon request. Please email Jody Barrass at jbarrass@citruscollege.edu.

Remaining meeting date for 2024-25: None