

**PASADENA CITY COLLEGE
INSTITUTIONAL EFFECTIVENESS COMMITTEE
MINUTES
FRIDAY, December 9, 2011**

The following Institutional Effectiveness Committee members and resource experts were present:

<u>CO-CHAIRS</u> Cynthia Olivo, Associate Dean, Counseling & Student Success Services Shelagh Rose, Languages Division <u>MANAGEMENT MEMBERS</u> Jim Arnwine, Division Dean, Performing and Communication Arts Joe Futtner, Visual Arts & Media Services Division <u>FACULTY MEMBERS</u> Cecile Davis Anderson, Counseling Susan Briggs, CEC Stephanie Fleming, Performing & Communication Arts Krista Goguen, Library Sonya Valentine, Natural Sciences Melanie Willhide, Visual Arts & Media Services Otilio Perales, English Division Jeong K. O, Natural Sciences Division Lynora Rogacs, Social Sciences Division	<u>CLASSIFIED STAFF MEMBERS</u> Carlos Altamirano, TLC <u>STUDENT MEMBERS</u> Matilde Restrespo <u>RESOURCE EXPERTS</u> David Colley, Research and Planning Analyst
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The following Institutional Effectiveness Committee members were absent:

<u>FACULTY MEMBERS</u> Terry Stoddard, Kinesiology, Health & PE Linda Hintzman, Mathematics Research Jamal Ashraf, Business & Technology Division Salomon Davila, E&T Division <u>CLASSIFIED STAFF MEMBERS</u> Leticia Velez, DSPS Wendy Lucko, E & T Division	<u>MANAGEMENT MEMBERS</u> Crystal Kollross, Interim Dean, Institutional Planning &
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CALL TO ORDER

C. Olivo called the meeting to order at 12:40 p.m. in the Circadian.

INTRODUCTIONS

The committee members introduced themselves.

ANNOUNCEMENTS

D. Colley informed the Committee that his office sent out the first online class climate survey to our online students. He explained that these are student's evaluating teachers who have come up for evaluation (per the Faculty Association contract).

APPROVAL OF MINUTES

The committee approved the minutes of the October 28, 2011 and the November 4, 2011 meetings. The minutes of the November 18, 2011 meeting were approved with corrections to the attendance list.

RECONCILIATION SUMMARY PRESENTATION

The Fashion Reconciliation Summary was presented. The committee voted on and approved unanimously the Fashion Reconciliation Summary and Program Review.

K. Goguen suggested that the reconciliation summary coordinators get together and share their notes, experiences, and ideas.

LEADERSHIP REPORT – Matt Jordan

M. Jordan told the committee that the SLO system needs to be improved. He told the committee that the College wants to get away from the system of every faculty assessing every student and every SLO. The recommendation is that the College have a “discipline” annual assessment report. They would choose a random number of students to evaluate. **J. O** responded that any tool should include reliability, validity, and dependability. She stated that it might be a little tricky choosing a random number of students. **M. Jordan** responded that they would promote flexibility and would work with IPRO to assure that the procedure is valid. A motion was made by S. Rose and seconded by K. Goguen to have M. Jordan serve as the Subcommittee Chair for Course Level SLOs. The committee voted on and approved the motion unanimously.

ADJOURNMENT

The meeting adjourned at 2:30 p.m.

Recorded by: Beverly W. Tillman