

**INSTITUTIONAL EFFECTIVENESS COMMITTEE**  
**October 5, 2012 – CIRCADIAN**  
**12:30 P.M.**  
**MINUTES**

The following Institutional Effectiveness Committee members and guests were present:

<p><b><u>CO-CHAIRS</u></b> Cynthia Olivo, Associate Dean, SLS Counseling</p> <p><b><u>FACULTY MEMBERS</u></b> Salomon Davila, E &amp; T Sonya Valentine, Natural Sciences Otilio Perales, English Division Jamal Ashraf, Math &amp; Computer Sciences Carla Christensen, Health Sciences Cecile Davis Anderson, Counseling Dan Raddon, Business &amp; Computer Technology Stephanie Fleming, Performing &amp; Com. Arts Krista Goguen, Library</p> <p><b><u>MANAGEMENT MEMBERS</u></b> Joe Futtner, Division Dn., Visual Arts and Media Studies Division Jim Arnwine, Division Dn., Performing &amp; Com. Arts Division Crystal Kollross, Interim Director, Institutional Effectiveness and Enrollment Management</p>	<p><b><u>CLASSIFIED STAFF MEMBERS</u></b> Javier Carbajal-Ramos, TLC Jeff Hupp, Counseling Services</p> <p><b><u>RESOURCE EXPERTS</u></b> David Colley, Interim, Enrollment Manager, Planning Analyst</p> <p><b><u>GUESTS</u></b> Sheri Stoddard for Terry Stoddard</p>
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The following Institutional Effectiveness Committee members and experts were absent:

<p><b><u>FACULTY MEMBERS</u></b> Terry Stoddard, Kinesiology Melanie Willhide, Visual and Arts &amp; Media Studies</p> <p><b><u>CO-CHAIRS</u></b> Shelagh Rose, Languages Division</p>	<p><b><u>STUDENT MEMBERS</u></b> Simon Fraser, Associated Students, President</p> <p><b><u>RESOURCE EXPERT</u></b> Matt Jordan, Assessment Coordinator</p>
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**CALL TO ORDER**

C. Olivo convened the meeting at 12:35 p.m. in the Circadian.

**INTRODUCTIONS**

Committee members introduced themselves.

**APPROVAL OF MINUTES**

The committee approved the minutes of the September 14, 2012 meeting.

### **CONFERENCES/WORKSHOPS**

**C. Olivo** attended the Excellencia in Education Conference in Washington. She was excited to hear that the things we are doing at PCC with our Educational Master Plan are being talked about on a national level. She told the committee that colleges are going to have to be more prescriptive with students. We would find out what works and what doesn't work and make adjustments.

**C. Davis Anderson** attended the Strengthening Student Success Conference. She was impressed with the "Hope and Mind Set" concept that Chaffey College has implemented. Chaffey found that kids with low hope and fixed mind sets were dropping out at a higher rate. This concept is about aligning the culture of the college around "Hope and Mind Set Theory." Using hope and mind set theory means that the college recognizes that there is something other than cognitive issues going on with their students. They are creating this culture where everything is driven by where the student falls on the hope scale.

**S. Davila** and **S. Fleming** presented on Program Review at PCC's Professional Day Workshop. **S. Davila** told the committee that there were a total of 40 people that attended the workshops. Many questions were positive and focused on how to find adequate measures to present in a program review. However; the negative questions were all very similar to the following: "What if my program review gets sent back, Will I be in trouble, Will my program be cut?" **S. Davila** said that he took some time to consult with the people who asked those types of questions.

### **RECONCILIATION SUMMARY PRESENTATIONS**

The TVR Program Review was presented. The Recommendation for Improvement section was not done. The committee agreed to return the Program Review to the author(s) to be completed.

The Welding Program Review was presented. The SLO assessment data was not included. The Welding Program Review discussion will be continued at the next meeting.

### **ADJOURNED**

The meeting adjourned at 2:10 p.m.

### **NEXT MEETING**

October 12, 2012

**Recorded By:** Beverly W. Tillman