

**INSTITUTIONAL EFFECTIVENESS COMMITTEE**  
**October 18, 2013**  
**12:30 P.M. - CIRCADIAN**  
**MINUTES**

The following Institutional Effectiveness Committee members and guests were present:

<p><b><u>CO-CHAIRS</u></b> Matthew Jordan, Interim, Associate Dean General Education and Program Review Shelagh Rose, Languages Division</p> <p><b><u>MANAGEMENT MEMBERS</u></b> Joe Futtner, Dean, Visual Arts and Media Studies</p> <p><b><u>FACULTY MEMBERS</u></b> Stephanie Fleming, Performing &amp; Com. Arts Sonya Valentine, Natural Sciences Otilio Perales, English Division Deborah Bird, Engineering &amp; Technology Marie McClendon, Mathematics Division Rita D'Amico, Languages Andrea Murray, Social Sciences Dan Raddon, Business &amp; Computer Technology</p>	<p><b><u>CLASSIFIED STAFF MEMBERS</u></b> Carlos Altamirano, TLC Gloria Wong, Staging Services Chris Weisbart, Library</p> <p><b><u>EX OFFICIO MEMBER</u></b> Cynthia Olivo,, Counseling Services</p> <p><b><u>GUESTS</u></b> Sheri Stoddard, Natural Sciences</p>
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The following Institutional Effectiveness Committee members were absent:

<p><b><u>FACULTY MEMBERS</u></b> Carla Christensen, Health Sciences Terry Stoddard, Natural Sciences Myriam Altounji, Counseling</p> <p><b><u>MANAGEMENT MEMBERS</u></b> Salomon Davila, Dean, CTE Crystal Kollross, Interim Director Institutional Leslie Tirapelle, Distance Education</p>	<p><b><u>CLASSIFIED STAFF MEMBERS</u></b> Carrie Afuso, Student Services</p> <p><b><u>STUDENT MEMBERS</u></b> Eric Bustamante, ASB</p>
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**CALL TO ORDER**

The meeting convened at 12:40 p.m.

**APPROVAL OF MINUTES**

The committee approved the October 11, 2013 minutes.

**LEADERSHIP REPORT**

**S. Rose** reported that the leadership worked on cleaning up everything (in Task Stream) from spring. They checked to see if all programs were reconciled and have had a PowerPoint presentation. The committee is now ready for Power Point presentations at our next meeting. She asked each team to report on the status of the program reviews assigned to them. It was determined that BIT would be presented at the October 25, 2013 meeting.

**WORK SESSION**

The committee members broke into teams to continue working in Task Stream. .

**ADJOURNMENT**

The meeting adjourned at 2:30 p.m.

**Recorder:** Beverly Tillman