

**INSTITUTIONAL EFFECTIVENESS COMMITTEE**  
**November 1, 2013**  
**12:30 P.M. - CIRCADIAN**  
**MINUTES**

The following Institutional Effectiveness Committee members and guests were present:

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| <p><b><u>CO-CHAIRS</u></b><br/>Shelagh Rose, Languages Division</p> <p><b><u>MANAGEMENT MEMBERS</u></b><br/>Joe Futtner, Dean, Visual Arts and Media Studies</p> <p><b><u>FACULTY MEMBERS</u></b><br/>Stephanie Fleming, Performing &amp; Com. Arts<br/>Sonya Valentine, Natural Sciences<br/>Deborah Bird, Engineering &amp; Technology<br/>Rita D'Amico, Languages<br/>Andrea Murray, Social Sciences</p> | <p><b><u>CLASSIFIED STAFF MEMBERS</u></b><br/>Carlos Altamirano, TLC<br/>Gloria Wong, Staging Services<br/>Chris Weisbart, Library<br/>Carrie Afuso, Student Services</p> <p><b><u>EX OFFICIO MEMBER</u></b><br/>Cynthia Olivo,, Counseling Services</p> <p><b><u>GUESTS</u></b><br/>Sheri Stoddard, Natural Sciences</p> |
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The following Institutional Effectiveness Committee members were absent:

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| <p><b><u>FACULTY MEMBERS</u></b><br/>Terry Stoddard, Natural Sciences<br/>Myriam Altounji, Counseling<br/>Dan Raddon, Business &amp; Computer Technology<br/>Otilio Perales, English Division<br/>Carla Christensen, Health Sciences<br/>Marie McClendon, Mathematics Division</p> <p><b><u>MANAGEMENT MEMBERS</u></b><br/>Salomon Davila, Dean, CTE<br/>Crystal Kollross, Interim Director Institutional<br/>Leslie Tirapelle, Distance Education</p> | <p><b><u>STUDENT MEMBERS</u></b><br/>Eric Bustamante, ASB</p> <p><b><u>CO-CHAIRS</u></b><br/>Matthew Jordan, Interim, Associate Dean General<br/>Education and Program Review</p> |
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**CALL TO ORDER**

The meeting convened at 12:43 p.m.

**PROGRAM REVIEW AUTHOR VISIT: JAPANESE**

The committee went through a series of questions with the authors of the Japanese Program Review. The authors asked questions and received feedback from the committee.

**WORK SESSION**

The committee broke into working teams.

**ADJOURNMENT**

The meeting adjourned at 2:27 p.m.

**Recorded by:** Beverly W. Tillman