

Institutional Effectiveness Committee
April 11, 2014
12:30 p.m. – Circadian
Minutes

The following Institutional Effectiveness Committee members were present:

<u>CO-CHAIRS</u> Shelagh Rose, Languages Division Matthew Jordan, Interim Associate Dean General Education and Program Review <u>FACULTY MEMBERS</u> Sonya Valentine, Natural Sciences Otilio Perales, English Division Myriam Altounji, Counseling Dan Raddon, Business & Computer Technology	<u>CLASSIFIED STAFF MEMBERS</u> Gloria Wong, Staging Services Chris Weisbart, Distance Education <u>MANAGEMENT MEMBERS</u> Joe Futtner, Dean, Visual Arts & Media Studies <u>GUESTS</u> Sherri Stoddard for Terry Stoddard
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The following Institutional Effectiveness Committee members were absent:

<u>FACULTY MEMBERS</u> Carla Christensen Health Sciences Deborah Bird, Engineering & Technology Andrea Murray, Social Sciences Marie McClendon, Mathematics Division Terry Stoddard, Natural Sciences Rita D'Amico, Languages Stephanie Fleming, Performing & Com. Arts <u>STUDENT MEMBERS</u> Eric Bustamante, ASB Miranda Alvarado, Alt. ASB	<u>MANAGEMENT MEMBERS</u> Leslie Tirapelle, Distance Education Salomon Davila, Dean, CTE Crystal Kollross, Director Institutional Effectiveness <u>CLASSIFIED STAFF MEMBERS</u> Carlos Altamirano, TLC Carrie Afuso, Student Services <u>EX-OFFICIO MEMBER</u> Cynthia Olivo, Counseling Services
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CALL TO ORDER

The meeting convened at 1:00 p.m.

APPROVAL OF MINUTES

There was not a quorum. No votes were taken at this meeting. .

PROGRAM REVIEW PRESENTATION

Team 5 presented the evaluation of the Gender, Ethnicity and Multicultural Studies (GEMS) Program Review. The author(s) of the GEMS Program Review will be invited to our next meeting.

EVALUATION OF INSTITUTIONAL SET STANDARDS AND RECOMMENDATIONS FOR IMPROVEMENT

M. Jordan informed the committee that the US Department of Education requires that institutions of higher learning set standards for student achievement referred to as "Institution-set-standards." These standards represent the threshold for minimal acceptable performance. It is expected that if an institution falls below its institution-set-standard for a given metric that the institution would initiate aggressive improvement efforts.

To arrive at institution-set-standards, longitudinal data of PCC's success measures were collected as well as benchmarked data from demographically similar institutions. This data was analyzed by faculty members and institutional research staff and informed the final institution-set-standards. Below are six categories of institution-set-standards; the center column is PCC's established set-standard, the column on the right is our actual performance numbers.

Institution-Set-Standards

	Institution Set-Standard	2012-2013 Actual
Successful course completion	71%	72.3%
Degree completion (includes CTE Certificates)	2200	2263
Transfer	1750	1834
Licensure pass rate for CTE Certificates	80%	Cosmetology: 92% Registered Nursing: 95.38% Licensed Vocational Nursing: 67% Dental Hygiene (state): 100% Dental Hygiene (national): 100% Dental Assisting: 94% Medical Assisting: 100% Radiologic Technology: 100% Anesthesia Technology: 100% Dental Lab Technician: 100%
Job Placement Rate for CTE Certificates where 10 or more certificates were granted in 2011-2012	79.52%	Business Administration: Management: 76.92% Cosmetology - Instructional Techniques: 61.9% Library Technology: 100% Automotive Tech. - Powertrain Tech: 76.47% Automotive Tech.-Air Conditioning Tech: 76.47% Automotive Tech.-Engine Performance: 76.47% Child Development: 77.61% Cosmetology: 61.9% Dental Assisting: 88.24% Dental Hygiene: 77.42% Dental Laboratory Technology: 82.35% Fashion Assistant: 68.29% Fashion Coordinating: 68.29% Medical Assisting: 66.67% Paralegal Studies: 82.95% Registered Nursing: 89.6% Speech/Language Pathology Assistant: 77.78% Vocational Nursing: 80.95% Accounting Clerk: 59.15% Radiologic Technology: 96.88%

The committee noted that nearly all institution-set standards were met. The LVN program fell below the institution-set standard for licensure pass rates, however, this program is on hold due to the loss of the clinical site. Several of the CTE programs were somewhat below the institution-set standards for job placement. Improvement efforts are underway in the CTE School on addressing this and the IEC will look for the improvements in the program reviews for these programs.

The Committee discussed how to communicate day-to-day changes/information both from the State and nationally. **M. Jordan** asked if the committee wanted to make a broad recommendation to develop a communication plan to keep faculty/staff informed of state and national day-to-day changes in student achievement policies. The committee agreed to create a broad recommendation. The wording was not finalized at the meeting. M. Jordan will bring a draft of the recommendation to the next meeting.

ADJOURNMENT

The meeting adjourned at 1: 48 p.m.

Recorder: Beverly W. Tillman