

INSTITUTIONAL EFFECTIVENESS COMMITTEE

Friday, September 26, 2014

12:30 PM – Circadian

Minutes

PRESENT

Shelagh Rose, Co-Chair
Ryan Cornner, Co-Chair
Crystal Kollross, Management Member
Leslie Tirapelle, Management Member
Sonya Valentine, Faculty Member
Sheri Stoddard, Faculty Member
Deborah Bird, Faculty Member
Loknath Persaud, Faculty Member, sub for Rita d'Amico
Krista Goguen, Faculty Member
Carlos Altamirano, Classified Staff Member
Chris Weisbart, Classified Staff Member
Gloria Wong, Classified Staff Member

ABSENT

Joe Futtner, Management Member
Salomon Davila, Management Member
Armando Duran, Management Member
Stephanie Fleming, Faculty Member
Dan Raddon, Faculty Member
Andrea Murray, Faculty Member
Myriam Altounji, Faculty Member
Carrie Afuso, Classified Staff Member

CALL TO ORDER

The meeting was called to order at 12:46 by Shelagh Rose.

INTRODUCTIONS/ANNOUNCEMENTS

Those present took turns introducing themselves.

APPROVAL OF MINUTES

Shereece was not present and printed copies of previous minutes were not provided so moved discussion and approval of minutes to the following IEC meeting.

TASKSTREAM OVERVIEW AND TRAINING

- Lead by Tito and Crystal
- Interactive with Q&A by committee.
- Taskstream used for 2 major functions:
 - o Program Review
 - o Annual Assessment Reports
- PR authors to meet with IEC Leadership rather than entire IEC based on author feedback that experience with full committee was intimidating
- Reviewed how to access Taskstream
 - o From staff services webpage go to Online Planning/Program Review
 - o Can also access directly through link www.taskstream.com
- Looked at program review from reviewer perspective
- Looked at program review from author perspective
- Leslie stated that online courses need to be compared with on the ground courses in PR if they are a part of the program
- Recommendation update – need rubric to evaluate

WORK SESSIONS: RUBRICS

- Next big job is to construct rubrics for Administrative Units and Student Learning Services
- Shelagh will send out rubric used for Instructional program review and committee members can look over and see if any of it applies to and can be used in the Administrative and SLS rubrics

ADJOURNMENT

The meeting was adjourned at 2:30pm.