

INSTITUTIONAL EFFECTIVENESS COMMITTEE
Friday, January 30, 2015
12:30 PM – Circadian
Minutes

| <u>PRESENT</u> | <u>ABSENT</u> |
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| Shelagh Rose, Co-Chair Ryan Cornner, Co-Chair Chris Weisbart, Classified Staff Member Sonya Valentine, Faculty Member Terry Stoddard, Faculty Member Jude Socrates, Faculty Member Andrea Murray, Faculty Member Joe Futtner, Management Member Myriam Altounji, Faculty Member Krista Goguen, Faculty Member Deborah Bird, Faculty Member Carrie Afuso, Classified Staff Member | Crystal Kollross, Management Member Salomon Davila, Management Member Gloria Wong, Classified Staff Member Carlos Altamirano, Classified Staff Member Armando Duran, Management Member Rita d'Amico, Faculty Member Stephanie Fleming, Faculty Member Marjorie Smith, Faculty Member Leslie Tirapelle, Management Member |

Call to Order

The meeting was called to order at 1:05pm by S. Rose

Approval of Minutes

12/05/14 meeting

Motion to approve minutes: T. Stoddard; 2nd: R. Cornner

Motion carries.

Abstentions: A. Murray, J. Socrates, C. Afuso

01/16/2015 meeting

R. Cornner moved to accept notes from 01/16/2015 meeting in which the meeting did not have a quorum

Motion carries to approve with changes.

Review of Program Review Structure and Data

R. Cornner outlined the Program Review structure for CTE, Academic Programs and GE programs. He gave a general overview of the categories, components and requirements for each Instructional Review.

Broad Recommendations

The committee reviewed a third draft of Broad Recommendations. They gave feedback and made changes to the draft. R. Cornner motioned to approve draft with suggested changes; 2nd – K. Goguen. Motion carries.

S. Rose and R. Cornner will make suggested changes, and final copies will be distributed to the campus community and the Board of Trustees.

Leadership Report

- Online support for Program Review- Since the IEC has initiated its new process for program review, S. Valentine has developed an online resource to assist with the completion of program reviews. She will send a link to the committee so they can test the online resource and provide her with feedback.

Adjournment

The meeting adjourned at 2:16pm