



## PASADENA AREA COMMUNITY COLLEGE DISTRICT

### INSTITUTIONAL EFFECTIVENESS COMMITTEE

Friday, February 19, 2016 12:30 PM  
– 2:30 PM Creveling Lounge

#### MEETING NOTES

##### In attendance

Carrie M. Afuso	Christopher Jiménez y West
Carlos Altamirano	Crystal A. Kollross
Myriam M. Altounji	Susan C. Roig
David J. Colley	Marjorie Smith, Co-chair
Rita D'Amico	Sheri A. Stoddard
Krista F. Goguen	Sonya C. Valentine
Dr. Paul E. Jarrell, Co-Chair	

Dr. Paul Jarrell called the meeting to order at 12:45 PM.

I. Public comment on non-agenda items  
None

II. Announcements  
None

III. Approval of Notes – January 29, 2015

**Motion made** to approve notes with edits as discussed. Motion seconded. No further discussion requested. Majority approved; Marjorie Smith opposed, no abstentions. **Motion approved.**

IV. Author Summary discussion: Police Safety  
Carlos Altamirano, summary was reviewed by team 1. Keep in mind that this was the first time police/safety have done this. Completed for Spring 2016. Could only base on information that was provided. Carlos read and commented on the summary. Introduction summary seems redundant. He reviewed Campus Safety webpage and resources. As a reviewer, he found it difficult to locate what he needed.

Questions included – do Health and Safety committee report to campus safety? How affective is the program review?

**Motion made** to approve Police Safety summary with edits as discussed. Motion seconded. No further discussion requested. Unanimously approved; no opposition, no abstentions. **Motion approved.**

IEC Co-chairs will reach out to Sergeant Matchan and invite him to meet with IEC leadership. Review will take about 20-30 minutes; allows time for questions.

V. New Members meeting

Sonya Valentine asked who the new members are. Paul Jarrell and David Colley consider themselves new members.

Continued discussion with full membership.

Updating website

This will be discussed at IEC leadership meeting. Committee to discuss; leadership will then vet. All changes/updates to Marina to handle. While Carlos Altamirano has ability and access to update webpages, Paul Jarrell would like to funnel all updates from leadership to Marina.

Carlos Altamirano commented that there are reviews still due in taskstream.

Formal meeting adjourned at 1:51 PM by Paul Jarrell; team time began.