



PASADENA AREA COMMUNITY COLLEGE DISTRICT INSTITUTIONAL EFFECTIVENESS COMMITTEE

Friday, April 1, 2016
12:30 PM – 2:30 PM
Creveling Lounge

MEETING NOTES

In attendance

Carrie M. Afuso
David J. Colley
Krista F. Goguen
Crystal Kollross

Dr. Paul E. Jarrell, Co-Chair
Marjorie Smith, Co-Chair
Jude T. Socrates
Sonya C. Valentine
Ruoyi Wu

Marjorie Smith called the meeting to order at 12:51 PM.

1. Public comment on non-agenda items
None
2. Announcements
Marjorie Smith reminded the committee that in the absence of a quorum, the group is limited in the kinds of actions it can take. Agenda items can be reviewed, but no action can be taken.
3. Approval of Notes - March 4, 2016
Will be done at the next meeting.
4. Leadership Report
 - a. GEMS Author Visit 3/29/2016
Finalized on 3/29/16. Marjorie Smith shared the highlights of Leadership Committee's meeting with Paul Price.
 - b. GRFX update
Sonya Valentine reported that the GRFX Program Review needs more concrete examples of professional development. Summary suggested that authors should elaborate based on the feedback provided on a previous review. Authors need either more direction or some type of consequence. Recommendations included a faculty development day dedicated to Student Learning Outcomes data and review.

Sonya also commented that in writing the Author Summary for GRFX, she found that there have been several changes in TaskStream over time; some may not be practical. Workspace should be tailored to each program and the directions provided in the workspace should be more detailed.
 - c. Pending Program Reviews

5. Photography Team Summary

Sonya Valentine presented the Team Review. Minimal changes to the existing summary were suggested. Review authors were commended for highlighting the significance of the role of the program's Advisory Committee. However, some areas of the review were incomplete, and more recent information was needed regarding the innovations and collaborations mentioned in the intro. Program authors noted in the review that more participation by faculty would aid in consistent evaluations. It was recommended that this idea be included to the list of broad recommendations being collected by the IEC.

6. Future Meeting Dates

Paul Jarrell reported that several members will not be available on 4/15, so it is questionable if there will be a quorum. He will send an email to IEC members to see if they can meet on 4/29 instead.

7. Future Agenda Items

Possible future items to discuss included:

- Finishing Team Summaries

- Prioritizing Unit Review completion

- Changes for next year (recruitment, process, training, meeting times, revising rubric)

- Possible change to Program Review Calendar

- Reviewing the IEC's Program Review Process

8. Adjournment

Meeting was adjourned at 2:02 PM

Note: After adjournment there will be informal Team Time.