



Institutional Effectiveness Committee
 February 10, 2014
 Special Meeting
 MB 212
 1:00

Present: Corey Marvin, Jill Board, Laura Vasquez, Heather Ostash, Vivian Baker, Bill Locke, Gale Lebsock, Michael Carley, Josh Sine, and Tammy Kinnan.

Absent:

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
1. Call to order	C. Marvin	1:02 p.m.		
2. Approval of Minutes & Action Items From	C. Marvin	Action items:		
3. Approval of Agenda	C. Marvin	Approved as submitted		X
4. Assessment	C. Marvin	<p>We received the follow-up letter from ACCJC on Friday stating we are still deficient on recommendation #2. The letter states that we have made progress we still need to further integrate all of its planning activities, including the development of a clear linkage of planning to college mission, program review, resource allocation, identified goals and a means to evaluate planning processes for effectiveness. We need to establish our rubrics, develop the surveys and have the first round of assessment completed before the summer is over. It will be too late to complete this in the fall, we have a follow-up report due in October.</p> <p>Planning Cycle: Porterville's process: Planning - survey SLO's - evidence of change/adjustments Budget Reviews Budget/Resource Allocation Survey The process Porterville uses seems to be much easier.</p>		X

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
		<p>We are using the rubric from ACCJC for sustainable continuous quality improvement. There are times it can seem vague. Loop back improvements, and</p> <p>(IEC) Planning – Corey Marvin and IEC group (SLO) SLO's – Vivian Baker (PR) Program Reviews – Corey Marvin (BDC) Budget/Resource Allocation Survey – Gale and budget development committee</p> <p>Rubrics are ready by March 31st Assessment is final by April 30th</p> <p>Corey and Gale will work with Michael Carley on refining the survey to fit Cerro Coso's needs.</p>		
5. Thoyote	C. Marvin	<p>Made changes we discussed last time. We are getting there. Strategic goal 1 has been refined to become the goal to foster student success.</p> <p>Strategic Goal 2 is about student engagement in and outside of the classroom, affinity, and satisfaction.</p> <p>Strategic Goal 3 is responding to community needs. Identify and meet educational goals, provide business and industry workforce training, and connect with the community.</p> <p>Strategic Goal 4 is to ensure institutional effectiveness. Remain fiscally sound; provide safe and healthy environments; promote excellence in employee development; meet and exceed internal and external college planning and assessment; and promote participatory governance.</p> <p>This may begin to serve as a score card for the college. We need to pick data points that will be useful for the next several years. If we have the right purples and greens and the right data points, we can begin working on getting a bunch of feedback on this all semester long. We are one step one and the example is on a multiple step process. We will begin to add and develop and further refine the process. Will we be at a place where we can say we have made progress to successful student completion and this is how we did this with the various data points?</p> <p>The Thunion was a very visual report with color coding and placing percentages based</p>		X

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
		<p>on the importance of specific data point.</p> <p>The bench marks we placed in our report will be used to determine where we are at. We will be held to the benchmarks and the team members will place importance on well we have done on each of the areas we set for ourselves. This comprehensive assessment measure we are currently working on has all of that information.</p> <p>Area 2 needs to be more fully completed before our next meeting.</p> <p>Gale please check how 4.2 aggregates with M & O AUO's.</p> <p>Jill where does IT, PIO, Community & Contract Ed, and HR fit into this?</p> <p>Corey will work with Library & LRC.</p> <p>Heather will work with Access, Student Activities, Financial Aid, and A & R.</p> <p>Michael Carley will send the CESSEA information to Corey for the next IEC meeting.</p> <p>We are currently tracking the number of student and athletic activities. Student government elections, athletics, etc.</p> <p>The student experience survey needs to be revamped, and Michael Carley will work with Heather to refine.</p> <p>Corey will create a matrix and share with the group.</p>		
7. PLO's		<p>PLO's there are programs that have never been assessed or need to be reassessed. Programs that are not new and need to be assessed. What are the consequences if they do not complete the PLO's assessment? All programs that have not completed PLO's need to be completed by Spring of 2015. This would mean every program that has not completed a PLO would need to complete it by Spring 2015. Programs that are currently active and have not completed the PLO assessment</p> <p>Send two messages, encourage them to complete the process over the next few weeks and get it off their desk which will allow us to include these in the report to ACCJC to report higher completion numbers. We need to make the ACCJC expectations known, which, are our expectations as well. We are trying to be helpful and providing the information as to why we are being helpful. As a We can provide a consideration for</p>		

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
		<p>this time, if we require the PLO's Spring 2014 and their program review is not due until 2016-17, we will make a ONE-TIME consideration to not require those programs to update the PLO's again in 2014-2015.</p> <p>ILO's fall under the responsibility of college council and they will determine what the best</p>		
7. Future Agenda Items		None		
8. Future Meeting Dates August 19, 2013 September 30, 2013 October 21, 2013 November 4 18, 2013 DATE CHANGE January 13, 2014 February 3, 2014 February 24, 2014 (added 2/3/14) March 17, 2014 April 21, 2014 May 12, 2014				
9. Adjourn		2:22 p.m.		

Facilitator: Corey Marvin

Recorder: Tammy Kinnan

O Open/**C** Closed