

INSTITUTIONAL EFFECTIVENESS COMMITTEE MINUTES

October 6, 2016, 3:00-4:30 p.m. in the Boardroom

Present: Kate Sullivan, Christine Andrews, Anne McGrail, Ce Rosenow, Bob Baldwin, Craig Taylor, Molloy Wilson, Mary Parthemer, Karen Ash, Dawn DeWolf, Brian Kelly, Rosa Lopez, Matt Danskine

Absent: Jen Steele, Gary Mort, Ian Coronado, Lesley Stine

Notetaker: Anna Kate Malliris

Guest(s):

Item	Notes
Introduction of New Members	Everyone introduced themselves.
Approval of Minutes	<ul style="list-style-type: none"> • May 19, 2016, minutes approved with date changed.
NWCCU Response to Ad Hoc Report	<ul style="list-style-type: none"> • Reviewed past accreditation reports submitted. • Assessment of Student Learning, Program Review and Diversity were not in compliance after the Ad Hoc Report. • Mid-Cycle Report is due next fall and the above must be addressed.
Update on Program Review/Assessment System Model and Role of IEC	<ul style="list-style-type: none"> • Update on Program Review (McGrail) <ul style="list-style-type: none"> ○ Last year had 8 programs go through the Self Study phase of Program Review. Only one program has moved into the Implementation Phase (PTA). Drafting will have Peer Review next week and that will move them into Implementation Phase. All need to finish Self Study phase by the end of Fall Term. ○ This year there are 10 programs (and maybe 2 other interested programs) entering Self Study phase by the end of June 2017. ○ Program Review is on a 5 year cycle with annual report out between Program Review years. Every 2-3 years, there will need to be a more formal report to the Program Review oversight group. ○ There are 71 programs identified to go through the Program Review Process. ○ Within Program Review, there will be a connection to assessment of student learning. • Assessment System Model (DeWolf) <ul style="list-style-type: none"> ○ Reviewed Handout #1 ○ There was a lack of cohesiveness, transparency, reporting out, connectedness in the assessment

	<ul style="list-style-type: none"> ○ system. ○ Working on a system track CLOs and encourage incorporation into teach practices. Looking ot be able to interface with Banner. ● Role of IEC (DeWolf) <ul style="list-style-type: none"> ○ Reviewed Handout #1 ○ This is a draft and feedback is welcome. Discussed changes. <ul style="list-style-type: none"> ▪ Could differentiated by actions and filters and who is responsible for actions ▪ Core Themes and Strategic Directions should be feeding into Program Review. In reality this is embedded in Program Review but is not depicted in the model. ▪ Need consistent terminology as used in other venues. ○ IEC is responsible for assuring the Core Themes
<p>Suggestions for Core Theme Teams/ Establish Date for Final Draft</p>	<ul style="list-style-type: none"> ● Suggestions for Core Theme Teams (Handout #2) <ul style="list-style-type: none"> ○ Need to be more explicit in the Core Themes about assessing student learning. The curriculum mapping is address but not the student learning. ○ Might go into Core Themes 3 & 4 ● Need to have Core Theme Team Leads: <ul style="list-style-type: none"> ○ Review and confirm/refine indicators, and how data will be collected/feasibility. Use Handout #3 when doing your work. ○ Set thresholds and may want to include information from Program Review ○ Core Theme Team Leads <ul style="list-style-type: none"> ▪ 1- Taylor & Steele ▪ 2- Lopez & Parthemer ▪ 3- Andrews & Sullivan ▪ 4- Coronado & Wilson ○ Can recruit others including non-IEC members ● Establish Date for Final Draft <ul style="list-style-type: none"> ○ Open forums in late November <p>Mid-Cycle Report:</p> <ul style="list-style-type: none"> ● Looking at PTA and Communications. They will be using the Assessment System so we can see how it works. ● We will also be looking at Program Review process. ● We will also be doing a survey of graduates. ● This will give us feedback on how we are doing toward the Year 7 Self Study.

	<ul style="list-style-type: none">• Rosenow will be writing the report.
Confirm date and Time for IEC Meetings	<ul style="list-style-type: none">• Malliris will send a Doodle poll for the following days Tuesdays, Thursdays, and Fridays for the 1st, 2nd, 3rd, 4th weeks of the month from 3:30-5:00 p.m.
Next Meeting	To be determined.