

Institutional Effectiveness Committee

February 22, 2011
Agenda

IEC Goals 2010-11

- Analyze Program Review forms to increase clarity and reduce duplication of information.
- Offer combination of workshops and individual assistance to departments working on Program Reviews, evaluate effectiveness of aid and tailor training based on feedback.
- Orient committee members to IEC process and obtain feedback from members about processes and support.
- Determine what IEC does to help the college achieve sustainable continuous quality improvement in Program Review.

Process and Priorities (20 min)

- See attached list created by Co-Chairs and Committee.
- Program definition – finish discussion from November 30, 2010 and February 1, 2011 meetings:
 - List of BC outlying areas if available from EVP AA&SS Nan Gomez-Heitzeberg.

Procedure and Information (5 min)

- Review status of programs on the process completion chart (no updates).
- Several Spring 2011 chairs have called with questions and are working hard to meet the February submission.

Approval of February 1, 2011 minutes (5 min)

Discussion of Documents and Appraisals

- Discuss for completion of summary and budget implications (15 min)
 - Maintenance and Operations
- Review and vote on summary and budget implications (10 min)
(if Diana is able to email document before meeting)
 - HLED
- Edit commendations and recommendations; discuss summary and budget implications (35 min)
 - Delano

Meetings for 2010-11

All 3:30 – 5 p.m. in the Collins Conference Center

February 1, 2011
February 22, 2011
March 15, 2011
April 5, 2011
May 3, 2011