

Institutional Effectiveness Committee
September 28, 2010
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 (15 min)

See attached list created by Co-Chairs and Committee.

Procedure and Information (15 min)

- Fall 2010 Program Reviews – Due 8/6/10
 - Bookstore – received
 - Maintenance & Operations – received
 - Graphics – email sent
 - IRP – notified, due November
 - Work Experience – No Program Review needed
- Spring 2010 Program Reviews – Revisions due 9/10
 - Extended Learning – not received, sent email follow-up
 - Information Services – received final
- Fall 2009 Program Reviews
 - ACDV – ready to present to CC
 - HLED – in revision, due 11/15/10
 - PHIL – received final
 - COMS – present to CC 10/1/10
- Spring 2009 Program Reviews
 - Delano – received 3/17/10
 - CHDV Centers – ready to present to CC
 - Social Science – ready to present to CC
 - Student Health Center – received second draft

Approval of September 7, 2010 minutes

Discussion of Documents and Appraisals

- Discuss for completion of summary and budget implications
 - Philosophy (20 min)
 - Information Services (20 min)
- Discuss for commendations and recommendations
 - Student Health Center (20 min)

Meetings for 2010-11

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

September 28, 2010
October 19, 2010
November 9, 2010
November 30, 2010
February 1, 2011
February 22, 2011
March 15, 2011
April 5, 2011
May 3, 2011