

# Evergreen Valley College

## Institutional Effectiveness Committee Meeting Summary

November 2, 2009

Below is the summary notes from our meeting from yesterday. Please add or change any items as you see fit.

1. All College retreat on Mission on 10/23/09: update and next step:

President Coon explained what occurred in the All College Retreat on Mission and what the next steps will be.

- Roughly 50 individuals participated. Rich discussion and dialogue occurred relative to value clarification on “Opportunity, Equity, and Social Justice”, discussion on current “mission statement” also occurred
- Sub groups will be formed to work on a) consolidating work done by 6 groups on “Opportunity, Equity, and Social Justice and b) developing a draft of Mission statement prior to Thanksgiving holiday.
- Planning team will decide on specific next step at that time.
- “Integrated Process for Dialogue” process will occur in January/February 2010 (see last page of the 10/23 handout). We plan to have the “mission statement” locked in at this time.
- Identify priorities on “compelling story” from the Accreditation self-study process and ATD initiative
- 4/16/10: PDDay – finalize mission statement and CTA
- Accreditation self-study Steering committee Standard I team will incorporate and reflect this process in their document

2. ACCJC Level II SLO and Assessment Retreat:

- RJ and Shelley (both on SLO pilot subcommittee) participated in the ACCJC sponsored retreat representing EVC. RJ shared many helpful information with us.
- EVC was one of few CC participants!
- All programs (certificates, degrees, and services included) should have SLO established along with assessment methods by 2012 (in addition to course-level SLO and assessment)
- Our direction for developing program-level SLO is to identify a general/common SLOs for a) GE degrees, b) CTE certificates, and c) basic skills (SLO subcommittee has already started this conversation and planning process)
- Also important that EVC develops an Institutional level SLO (per Steve Meridian, VP of Research and Planning at ACCJC)– we will integrate this task with the mission statement and CTA development process.
- There is a strong focus on the importance of assessment as “quality assurance” tool. EVC will need to establish a sustainable cycle of assessment plan (diagram – SLO subcommittee has a draft that can be shared with IEC)
- RJ and Shelley also gathered recommendation, advice, and resources from our ‘mentor’ that can be useful in developing this process
- ACCJC expectation for SLO and its assessment = one instructor assesses one SLO per course per year
- Assessment process should be *meaningful, sustainable, and manageable* while ensuring that the “learning” is occurring (How well are we doing in helping students learn?)
- To do: start identifying things that are already happening and happening well (Division and program, level discussion) and institutionalize them with evidence
- Anticipated question from the Accreditation visiting team for anyone on campus: “How do you feel about connecting with the EVC mission?”

3. Next meeting:

- Monday, 11/16/09 from 2:30 – 4:30pm in LE 228

First hour will focus on Program Review orientation with Dr. Bayinaah Jones with all IEC members, faculty and staff who are under review this year and area Deans.

We will review data set, how to access them, as well as any questions that folks may have.

Separate e-mail inviting these folks went out on 11/2 requesting them to RSVP to Rita by 11/9.

All participants will have access to Portal by this meeting (per ITSS).

- Second half of our meeting will include updates from each of the two areas: Accreditation and Strategic planning (updates on subcommittee work)

Please let me know if any other agenda items that would be helpful for us to include.

Thank you

Kuni