

Evergreen Valley College, Institutional Effectiveness Committee

Minutes of Meeting, March 7, 2011, 2:30 p.m., President's Conference Room

Attendees: Abdie Tabrizi, Eric Narveson, Lynette Apen, Felicia Mesa, Chris Ratto, Lorena Mata, Irma Archuleta, Kuni Hay, R.J. Ruppenthal.

Strategic Planning: IEC's Strategic Planning Subcommittee elected to focus planning efforts on the April 8 PDD event rather than trying to organize an additional event on March 11. Members of the committee discussed how best to utilize the synthesized material on Area of Focus from the last Strategic Planning event. The key will be to ratify these in an initial exercise on April 8th and then give people the chance to develop college-wide Commitments to Action (CTAs). Once the college CTAs are set, then each Division's final meeting of the semester can include some department/division-level planning/development of CTAs, which should set us up well for next year.

Accreditation Update: 1) ACCJC Conference Call: Several IEC members (the Accreditation co-chairs + Std. I and IV co-chairs) participated in a conference call with Jack Pond. Members reported what they had learned about what progress EVC needs to make to get off warning status. Once again, it was made clear to us that EVC's institutional progress since 2004 had been recognized and that the main issues remaining are district recommendations. However, ACCJC would like to see us complete a few things that are in the 2004 recommendations. Dr. Pond suggested that both colleges really need to pressure the district to provide appropriate collaboration and leadership; ACCJC accredits colleges and not districts, so all they can do is slap us for district problems.

2) IEC members suggested attending the next Board of Trustees meeting as a group to make our college accreditation update. At that point, we can indicate the importance of what we need from the district.

3) Resource Allocation process: IEC members discussed the possibility of creating a joint task force made up of College Budget Committee and IEC members to create a process for connecting planning priorities with budget allocations. Members noted that EVC already has a very impressive process for this which was not used the past couple of years. Budget Committee members will be invited to a meeting, this idea will be suggested, and we can discuss how to best create a resource allocation process (and standardized instruments, such as the program review form) out of the shared governance structure. If/when the district makes progress on addressing this set of recommendations, then EVC will have a process already set that can be plugged right in.

Program Review: Members revised the Program Review deadlines for the remainder of the Spring 2011 semester. An all college e-mail was sent out to enforce the final deadline for Program Review submission (several reviews have not yet been received). As programs come in, IEC members assigned to evaluate those programs are doing so using the feedback forms.

Members were asked to keep track of any needed revisions to the Program Review criteria/form, which should be updated soon. Later, it will need to be revised again once the resource allocation task force has met, so that Program Reviews are a user-friendly tool for making informed judgements about budget priorities.