

## **Evergreen Valley College, Institutional Effectiveness Committee**

### **Minutes of Meeting, March 19, 2012, 2:30 p.m., President's Conference Room**

Attendees: Irma Archuleta, Keith Aytch, Guillermo Castilla, Felicia Mesa, Chris Ratto, Octavio Cruz, R.J. Ruppenthal

**Accreditation:** The committee discussed SLO assessment progress. The work of our SLO Coordinator and Subcommittee has been impressive in preparing EVC for full compliance with ACCJC's requirement. The college is aiming for Proficiency or Sustainable Continuous Quality Improvement by Fall 2012. Campus is preparing for March 23 PDD event, which will provide campus personnel with a higher level of training on assessment and allow attendees to spend a great deal of time documenting the assessments in their classes.

District progress toward accreditation compliance was also discussed. R.J. raised questions about district's readiness, but brought members up to date on current work. If last time around was any guide, most of the district's work on accreditation compliance will take place in late spring and summer. We can only continue pushing the urgency of a technology master plan and other items we need them to complete.

**Strategic Planning:** Strategic Plan document: Keith and R.J. provided updates on the work to compile a Strategic Plan document. While EVC has a Mission and Strategic Initiatives, Ed Master Plan, Tech Master Plan, and Facilities Plan, we have been working to bring them all together into a single document that shows how they interrelate. IEC members are receiving a CD with the copy of the draft that Lisa Kalenda has been fine-tuning. Please take a look and provide some feedback.

**Institutional Learning Outcomes:** The SLO Subcommittee, under the leadership of our SLO Coordinator Lynette Apen, has developed draft ILOs for the institution. These are being presented to IEC, the Curriculum Committee, and College Council for review. At its previous meeting, IEC members agreed to review these draft ILOs by e-mail and submit any feedback or be ready to discuss these today. Guillermo and Felicia remarked that the draft ILOs were very well written and that the SLO subcommittee had done a great job capturing the college's GE principles. Everyone agreed they looked good. With no suggested revisions or negative feedback, R.J. asked if committee members needed more time to review these or were ready to approve. Without no dissent, the committee voted to approve the ILOs as written.

**Program Review:** IEC members are continuing to evaluate this year's Program Reviews. Members discussed several of the reviews they had read. Guillermo remarked that they were pretty good, but programs need to do a better job making the case for why they should be funded. We will set a hard deadline for the middle of April to make sure IEC members have time to complete the reviews in a meaningful way. That will give us time to send the Program Reviews on through College Council and to the President before the end of the year.

**IEC's Annual Evaluation of the Program Review process:** Members discussed the need for a more formal discussion and evaluation of how our process has gone. Ultimately, we want to have the various programs evaluate our process as well. IEC's self evaluation will take place during the last meeting of this semester in May.

**Annual Update Form** for Program Reviews is being written (by R.J. with feedback from all IEC members) and should be ready soon in draft version for review/discussion/revision.