

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

### **Minutes of Meeting, April 7, 2014, 2:30 p.m., President's Conference Room**

Attendees: Felicia Mesa, Preeti Srinivasan, Keith Aytch, R.J. Ruppenthal

**Accreditation:** Keith explained that response to SLO-Faculty evaluation recommendation is going out. EVC is sending several people to ACCJC SLO workshop at Ohlone. EVC plans early start to next round of accreditation writing, including some training for new deans over the summer. We'll start writing early next academic year. Felicia announced that she will co-chair the Accreditation team along with Lynette.

**Program Review:** RJ: thanks to everyone for providing your evaluations (some members are probably still doing them, which is why meeting attendance is low today...we shouldn't have the due date at meeting time!). Rita has been receiving them and sending them out to the programs.

Keith: We talked about oral communication with the programs; can we implement this somehow? RJ suggested setting aside a few minutes of each IEC meeting and inviting reps from each programs (who would RSVP). They could come early on in the year to ask questions or later on to share outlines, rough drafts, etc. and get feedback. Other members agreed this could work.

There was a discussion about responses to PRs and Annual Updates. Programs must respond to recommendations. If there is a recommendation to a Program Review, then it could be addressed by that program in following year's Annual Update.

Annual Updates: each IEC member will be asked to write short response to one or more of the Annual Updates we've received thus far. RJ will send this request out via e-mail.

**Strategic Planning:** IEC members looked at revised draft of Strategic planning Calendar. RJ made revisions based on members' comments from the previous meeting. Some items were re-ordered. Notes on bottom of page: (1) RJ talked to VP Henry Gee about Educational Master Plan and was told it may come up next year (or the following). (2) ACCJC will convert self evaluation timeline to 7-year cycle, so after 2016 EVC may want to re-organize the work here a bit and put Strategic Planning calendar on 7 (rather than 6) year cycle.