

Evergreen Valley College, Institutional Effectiveness Committee

Minutes of Meeting, October 21, 2013, 2:30 p.m., President's Conference Room

Attendees: Felicia Mesa, Chris Ratto, Keith Aytch, Lorena Mata, Azita Tavana, Antoinette Herrera, Ronald Lopez-Ramirez, RJ Ruppenthal

Accreditation: Midterm Report has been submitted. The College will continue to work on documenting its ongoing progress. In the Spring semester, the Steering Committee will meet. The College also will submit a substantive change report to obtain ACCJC's approval for our Distance Ed plans for several programs.

Program Review: Ronald provided an in-depth training on the Data Portal, since several IEC members had not been trained before. He showed Program Review data reports. Lorena asked how to verify FTES for a report, which he illustrated. He also showed members how to obtain demographic data, age, ethnicity, WSCH, FTEF, and other measures. He ran example searches for Library Studies and Nursing.

Keith and RJ introduced the 2013-14 Program Review schedule, which was a little late in coming due to the demands of accreditation writing. The committee discussed IEC's role in terms of analyzing program review. Felicia suggested there should be a section of the criteria to focus on whether a program received the resources it requested, and if so how did they help? "Intervene, evaluate, modify, based on results." RJ responded that this is a very important step in the overall cycle, and EVC needs to decide whether that is IEC's role and should be done as part of Program Review or whether it should be a function of a larger-scale systematic review. Institutionalizing and requiring the Annual Update is a good step in this direction, after which the college should be in a better position to analyze interventions and effective use of resources.

Strategic Planning: IEC will have a longer discussion on planning in the near future. Also, the college's Strategic Plan document is nearly complete.