

## Evergreen Valley College, Institutional Effectiveness Committee

### Minutes of Meeting, April 4, 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:** Members of IEC's Strategic Planning Subcommittee enthusiastically explained plans for the April 8<sup>th</sup> Professional Development Day activities. The morning session will focus on Strategic Planning, providing attendees with an opportunity to complete the college's cycle of reconsidering/revising the college-wide goals. First, through Strategic Planning sessions in 2009-10, members of the college community successfully re-wrote the Mission Statement. Second, the Strategic Initiatives and Areas of Focus were considered, and a few changes to the Areas of Focus were made based on the ideas generated at the November 2010 event. During this (April 8) event, members of the college community will reconsider the college-level Commitment to Action (CTAs). Once these are finalized, then the work will cascade down to the various divisions and units to develop their own Commitments to Action in line with those of the college. These will be used in the next cycle of Program Reviews, which will then become a basis for Resource Allocation decision-making through the participatory shared governance system.

Design of April 8 morning session: A handout was distributed showing schedule of opening speakers, sessions, and IEC facilitators. For the planning session, members will be distributed into three groups. Each group will review and revise Commitments to Action (CTAs) for one of the college's three Strategic Initiatives. Everyone will reconvene for the readout before the full group of attendees. IEC members discussed the choreography of the event and decided to shift the full sessions from the VPA Theater to Montgomery Hall, since it is closer to the other venues.

Afternoon session: The college's ATD coach, Ken Gonzales, will assist us in a training and workshop on developing SLO Assessment Plans for courses, degrees/certificates, and student services programs. Several members of the SLO Subcommittee will provide examples of SLO assessment in their courses. Attendees will be seated by Division and will have hands-on planning opportunity using a sample course from the Division to show SLOs. The discussion will focus on developing assessments for three of the SLOs, providing each attendee will some working knowledge on how to do this, plus peer support.

**Accreditation Update:** At the college level, we are working on three main areas: resource allocation, technology, and Student Learning Outcomes (SLOs). These are tied in with Friday's training event and workshops. The College Budget Committee is re-tooling its Resource Allocation model and we want to give them a little more time on this before connecting again. We are working on revising our IEC Program Review criteria as well, which will match with the resource allocation needs. At the district level, the Chancellor's committees are hard at work on the six district recommendations. Several IEC members are serving on these committees. Good progress is being made.

**Program Review:** Most Program Reviews were received by IEC on time this year. There was a short discussion about how to handle the few late programs. It was agreed that once we connect Program Reviews with the Resource Allocation process and update our criteria form, it will become much more evident to programs why they need to finish on time. At next IEC meeting, we will discuss revisions to the PR criteria form/template.