

Institutional Effectiveness Committee
 August 9, 2004
 1:30-2:45pm

Present: Clayton Akatsuka, Russell Chan, Patti Chong, Paul Field, Nancy Heu, Ellen Ishida-Babineau, Robert deLoach, Malie Hirao, Leslie Lyum, Janice Nuckols, Frank Palacat, Tara Severns, Jean Shibuya

Unable to Attend: Sandy Matsui, Mikki O’Phelan, Inge White

- I. Meeting convened at 1:30pm by Ellen Ishida-Babineau.
- II. August 2, 2004 minutes accepted with changes.
- III. Discussion
 - Facilitator for the group discussion – Frank
 - Accreditation Report will be requiring us to quantify our findings using Student Learning Outcomes (SLO), so while collecting the data different departments may refer to administrative objectives, service outcomes, student learning expectations, or student learning outcomes. Ultimately, we will need to show how the findings affect SLOs.
 - Frank will be emailing his power point presentation, please review and comment.
 - Tuesday, August 17th morning – Faculty Senate/CAAC discussion of AA degree
 - Supplies for Convocation – Monday, August 16, 2004: Ellen & Russ
 - 15 pads, masking tape, marking pens, overhead, white board, easel
- IV. Convocation – Monday, August 16, 2004

10:00 – 10:10 am	Ellen	What is IEC all about. -Assessment is not to be used for evaluation of a faculty member (rehire, promotion) -Assessment is about helping students -Faculty members will still have the academic freedom of how to teach.
10:10 – 10:20 am	Frank	Brainstorming handout with Bloom’s taxonomy.
10:30 – 11:00 am		Break the faculty & staff into groups. Create 6 objectives. One for each of Bloom’s Taxonomy -Composition/Literature -Foreign Language/Speech/Communication -Fine Arts & Performing Arts -Humanities – the rest of the departments -Social Science -Natural Science -Math -Business

		<ul style="list-style-type: none"> -Maintenance -Business Office -Human Resources -Institutional Computing (Scott, Andy) -Library -Media -Academic Computing -The Learning Center -Student Services -ETC/OCET -Administration
11:15 – 11:45 am		<p>Return to the large group.</p> <ul style="list-style-type: none"> -Language Arts -Math/Business -Humanities -Social Science -Natural Science -Administrative Services/Institutional Support -Academic Support -Student Services -ETC/OCET
11:45 – 12:30 pm		Sharing with the whole group

Meeting adjourned at 2:45pm
Recorded by Patti Chong