

Institutional Effectiveness Committee  
Meeting Minutes (Draft)  
March 9, 2007

Present: Clayton Akatsuka, Russell Chan, Patti Chong, Pam DaGrossa, Sarah Hadmack, Linka Mullikin, Mari Nakamura, Leslie Opulauoho, Tara Severns (recorder), Jean Shibuya, Inge White

I. Call to Order. The meeting convened at 12:30 pm.

Handouts:     Agenda  
                  Meeting Minutes (Draft) January 26, 2007  
                  Meeting Minutes (Draft) February 23, 2007  
                  Extreme Assessment Follow-Up Project  
                  Annual Report Update on Student Learning Outcomes, 2006-2007

II. Minutes:

- February 23, 2007 Minutes: Spelling of Nikolaychuk and Mullikin corrected. Accepted.
- January 27, 2006 Minutes. Accepted.

III. Report from Ellen regarding the Office of Planning, Research and Assessment:

- The personnel search committee for the Director of the Office of Planning, Research, and Assessment recommend one of two applicants to Chancellor for an interview. The Chancellor decided to re-advertise the position.
- Nalani Quinn has been hired as the Information Specialist for OPRA. She starts on Monday, March 12.

IV. New Business--Plans for future IEC activities

1. Follow-up on CCAAC Curriculum Review Policy

- Jean reported that the CCAAC is completing work on a significant revision to the policy. When finished, it will go to the Faculty Senate for approval before adoption.

2. AA Degree Program Map

- There are two program maps for the AA; one created last year and one created last month. Mari, Leslie O. and Ellen volunteered to consolidate them into one map to be ready for use in fall.

3. AA Degree Program Learning Outcomes

- Jean will convene a committee comprised of representatives from each department to review and revise at PLOs for the AA degree.

4. Annual Report Update on Student Learning Outcomes

- Linka shared a template sent by ACCJC to be use for an annual report on SLOs. Linka will collect information from Ellen and the department chairs for the report, which is due on April 11.

Adjournment: the meeting was adjourned at 1:20 pm.