

Minutes of the Institutional Effectiveness Committee

September 23, 2008

Palanakila 117

Elizabeth Ashley, Interim Dean of Instruction, Division I
Jan Lubin, Director of Planning and Program Evaluation, Convener and Notetaker
Dave Krupp, Professor of Biology, Natural Sciences
Ingelia White, Associate Professor of Botany and Microbiology, Natural Sciences Department Chair
Leslie Lyum, ETC The Learning Center Coordinator
Ellen Ishida-Babineau, English Professor, Language Arts
Paul Field, Professor of History, Curriculum and Academic Affairs Committee Chair
Sarah Hadmack, Religion Instructor, Humanities
Nalani Quinn, Institutional Analyst, Office of Institutional Research
Tara Servens, Public Services Librarian
Mari Nakamura, Developmental and Remedial Instructor
Frank Palacat, Professor of Psychology, Social Sciences

Excused: Leslie Opulaoho, Counselor /Student Life Coordinator; Richard Fulton, Dean of Instruction; Brian Richardson, Instructional Developer/Political Science Instructor, Social Sciences; Mikki Ikaikailio, Student Representative; Emi Troeger, Professor of Math, Business and Math; Margie Coberly, Interim Dean of Instruction, Division 2

The meeting was called to order by Jan Lubin at 3:05 p.m. Discussion took place regarding the survey developed from the previous meeting. Paul Field felt that the survey didn't effectively evaluate leaders. Frank Palacat asked what the standard was trying to achieve. A discussion ensued about the standard and whether or not leaders or leadership was at the crux of the standard. The Committee supported the idea that the Standard relates to both leaders and leadership.

Frank then asked what the survey was trying to assess – leaders or leadership. The Committee decided that it was supposed to be assessing both.

Paul Field suggested that a sub-committee be formed to re-evaluate the survey with Frank as the leader. Jan asked for volunteers. The sub-committee was formed with two members of the IEC – Frank Palacat and Jan Lubin – and two non-members – Jeff Hunt and Kathleen French. The IEC tasked this sub-committee to develop a survey that could be taken by the IEC. Feedback on the survey could be given by IEC members and the survey could go live at the end of October.

Frank agreed and was going to set up a time for the sub-committee to meet on Thursday and Friday so that the survey would be available by the next meeting: September 30. Jan would not be able to attend this meeting, so Frank would be the convener.

Meeting adjourned: 4:00 p.m.

