Minutes of the Institutional Effectiveness Committee

February 2, 2010

Palanakila 117

Paul Briggs, Social Sciences
Richard Fulton, Dean of Instruction
Leslie Lyum, ETC
Ellen Ishida-Babineau, Language Arts
Dave Krupp, Natural Sciences
Leslie Opulauoho, Student Services
Nalani Kaun, Institutional Research
Young-A Choi, Business and Math,
Sarah Hadmack, Humanities
Tara Severns, Academic Support

Non-voting members present: Jan Lubin, Director of Planning and Program Evaluation, Convener and Notetaker

Voting members excused: Ingelia White, Natural Sciences, Vandtn Sek, ASUH-WCC Representative

Non-voting members excused: Paul Field, Curriculum Central Liaison, Dave Ringuette, CCAAC Chair

Guest: Jeff Hunt

The meeting was called to order by Jan Lubin at 3:30 p.m. Jeff Hunt gave a break down of the number of members and non-members participating in the GSIEC surveys and how they compared to the group from last year. A discussion ensued regarding the timing of administration of the GSIEC, which will be taken to the GSIEC Committee.

Paul Field was not present to update us on Curriculum Central, but met with Jan and stated that 75 courses were designated to be archived because they have not been taught in 2 or more years. He has given the list of courses that should be archived to Jerry Levinson so he can update Banner.

The next item on the agenda was the update on Course Currency. We cannot really start discussion of this until we know which 75 courses have been archived. Jan will try to get a list from Paul once Jerry has input the information into Banner.

Jan has received all the 2009-2015 Courses for Assessment. The deadline to submit these to her is March 19. She also must receive all the Program Maps and Guides by March 19.

The Mission, Vision, and Core Values Committee has been meeting every Friday and will have a forum on the campus’ Mission, Vision, and Core Values when they have reached consensus.

The deadline to volunteer for specific Self Study Committees is Friday, February 5. After we see how many people volunteer, we will form the committees. People will be assigned to committees if they do...
not volunteer by February 8.

The meeting was adjourned at 4:45 p.m. The next meeting will be held in March. Time and place to be determined.