



PASADENA AREA COMMUNITY COLLEGE DISTRICT

Institutional Effectiveness Committee

Friday April 28, 2017

1:00-3:00pm

W101

Meeting Notes

Call to Order at 1:11 pm

I. Public Comment on Non-Agenda Items - None

II. Announcements - None

III. Review and Approval of Meeting Notes

- March 17, 2017 – Motion to approve Rocky. Seconded Tito. Approved w/edits.
- April 7, 2017 - Motion to approve Armando. Seconded Krista - Approved.

IV. Information Items

a. Report on Academic Senate Presentation

- Sonya reported that the presentation went well. Very few questions.

b. Standing Committee of College Council

- Crystal presented a memo and request to College Council on Thursday April 27 that the IEC become a standing committee of College Council and provide regular reports and broad recommendations to the College Council for inclusion in the College's Integrated Planning Process

c. Revision of AP3251 Institutional Effectiveness

- Crystal reported that AP3251 needs to be revised to more accurately reflect the work of the IEC.

d. Report on plans for comprehensive unit reviews, reconciliations, and summaries for August 2017

- Crystal reported that she is going to make a request to the Deans/managers of Divisions and departments that have not completed comprehensive unit reviews to do so by August 1, 2017

V. New Items – Discussion and Possible Action

a. eLumen software presentation

- A representative from eLumen Melissa did a presentation of the software modules within the eLumen that could be used for planning and program review.

1. Surface – Allows creation of reports, templates, PR and updates as many as want. Create cycle. Textual rich. Jeff Laun would create.

2. Deeper – Can pull out sections, e.g. Equity piece from each course.

Goals. Budgeting. SWOT analysis – link to goals. Align action to goal with

resource request. Management could set priorities for resource requests and toggle to reorder/rank.

3. Showed program review. Can have milestones in review. Just has option to "Reject" or "Approve" so no rubric capabilities.

Works best in Chrome.

b. May 26, 2017 meeting

- May 26, 2017 is the Friday before Memorial Day and wanted to know if the committee would still like to hold a meeting. Committee agreed to hold a meeting on 5/26/2017 at the regular time.

VI. Adjournment at 2:35 pm