



# PASADENA AREA COMMUNITY COLLEGE DISTRICT

## Institutional Effectiveness Committee

Friday May 12, 2017

1:00-3:00pm

W101

### Meeting notes

**In attendance:** Melissa Anderson, David Colley, Armando Duran, Krista Goguen, Crystal Kollross, Sonya Valentine, Zoe Wu

- I. Call to Order
  - Meeting called to order at 1:30pm by Sonya Valentine
- II. Public Comment on Non-Agenda Items
  - None
- III. Announcements
  - None
- IV. Review and Approval of Meeting Notes – April 28, 2017
  - Carried over to next meeting as there was not a quorum
- V. Information Items
  - a. Update on Division/Unit Comprehensive Reviews
    - Crystal sent out emails to the deans of each division.
    - David set up the workspaces for each area in Taskstream.
    - David is working on a resource handbook to support unit review.
  - b. Campus Labs Software Presentation
    - David Colley introduced Michael Weisman, Co-founder of CampusLabs. Looking for a single platform for three key areas: Assessment, Program Review and Integrated Planning.
    - Michael Weisman: PCC already using CampusLabs in Student Services, Lancer Life. Useful for surveys, templates, capturing data and feedback live. Could be connected to Canvas as tool. Single sign-on with same password. They service 1000s of colleges and universities. Extensive reporting tools. Can pull data from multiple plans and combine into single report.
    - Melissa asked about CSV report for assessment. PDF or Excel only.

- Michael will prepare a recording of aspects of talks so we can review and share material with others not present. Contact him if any specific questions we want him to address.

VI. New Items – Discussion and Possible Action

Business Services Reconciliation presentation – Krista

- Carried over to next meeting

VII. Adjournment

- Meeting adjourned at 2:30pm

**Next meeting:** Friday May 26, 2017