



PASADENA AREA COMMUNITY COLLEGE DISTRICT
INSTITUTIONAL EFFECTIVENESS COMMITTEE
LEADERSHIP

Tuesday, April 25, 2017
10:30 AM – 12:30 PM
C-221 conference room

MINUTES

Call to order at 10:37am

- I. Public Comment on non-agenda items – none
- II. Announcements - none
- III. Review and Approve Meeting notes – hold for next meeting
- IV. Information Items
 - a. Update on Academic Senate Presentation 4/10/17 – Sonya
 - 1) Sonya presented the revised cycle to the Senate Board
 - 2) IEC needs to be clear that our role is to support authors in PR/UR process for program improvement
 - b. Update on BP3251 – Crystal
 - 1) Approved by Board on April 5, 2017. Posted on web.
 - c. Upcoming presentations CampusLabs (5/12) & eLumen (4/28) – David
 - 1) Coordinated for May 12, 2017 meeting
- V. Old Items – Discussion and Possible Action
 - a. Comprehensive Program/Unit Review four-year cycle
 - 1) Need to finish up the outstanding program and unit reviews
 - 2) Fall present Reconciliations and summaries of completed unit reviews
 - 3) David needs to follow-up on the Student services unit reviews
 - 4) Ask Arkova to do a unit review of LAC in next round we change to success centers
 - 5) Krista will ask Leslie if she wants Library and DE to do separate reviews - operational reviews - not Instructional
 - b. Team Leader Check-in and PR/UR Progress
 - 1) Need to complete the Reconciliation for units.

- c. Summary Questions & Rubrics (Student Services, etc)
 - 1) David needs to follow-up on the Student services unit reviews.

VI. New Items – Discussion and Possible Action

- a. New IEC Members and New Member Packet – Sonya
- b. Program Outcomes and Assessment
 - 1) How does the IEC incorporate program level assessment into the comprehensive program review for instructional programs?

VII. Agenda for April 28, 2017 IEC meeting

- 1) elumen presentation
- 2) Standing committee of College Council
- 3) Report on plans for reviews, reconciliations and summaries
- 4) Reviews due in August
- 5) Revision of AP3251 Institutional Effectiveness
- 6) May 26 meeting

VIII. Adjournment