

# ACC Meeting Name: **Institutional Effectiveness Committee**

**Meeting Date:** October 21, 2011

**Time:** 1:00pm to 3:00pm

**Location:** HBC, Room 201

**Co-chairs:** Soon Merz and Ron Johns

**Members Present:** Hector Aguilar, Robert Bermea, David Borden, Steve Clary, Lola Cowling, Michiel Davis, Rich Griffiths, Ron Johns, Amanda Karel, Soon Merz, Jeffrey Holmes for Mike Midgley, Daniel Ohanlon, Marcus Jackson, Laura Ore, Charles Quinn, MaryJane Reynolds, Jason Vidrine, Kathy Walton, Willie Martinez, Jim Nelson, Arlis Moore and Ann Palmer

**Guests:** Ashley Carr, Gale Spear, Grant Potts, Jeannie Ward, Kirk Kelly, Lennis Polnac, Mary Parker, Mike McCarthy, Nancy Laudenslager, Pam Soto, Red Wasenich, Teresa Moore and Tobin Quereau

**Support Staff:** Judith Wynn, Rhonda Boyce

**Members Absent:** D'Maris Allen-Mierl, Kathleen Christensen, Constance Elko, Sylvia Galvan-Gonzales, Lyman Grant, Jennifer Gray, Caryn Newburger, Margaret Reid, Agnes Robinson, and Denise White

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## **Agenda Item 1:** Welcome

Soon welcomed members to the committee and made introductions.

**Presenter:** Soon Merz

**Discussion:** None

**Decisions/Actions:** None

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## **Agenda Item 2:** Approval of Minutes from April meeting

**Presenter:** Soon Merz

**Discussion:** Laura Ore moved to approve the minutes as written. Steve Clary seconded the motion and the minutes were unanimously approved.

**Decisions/Actions:** The minutes for the April 15, 2011 meeting were approved.

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## **Agenda Item 3:** Review of IEC's name change, function and responsibilities

**Presenter:** Soon Merz

**Discussion:**

Soon explained the reason for the committee name change from Achieving Excellence Committee to Institutional Effectiveness Committee, which essentially occurred because the new name better reflects the charge of the committee. She also reviewed the responsibilities of this working committee.

**Decisions/Actions:** No decisions at this time.

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## **Agenda Item 4:** Election of IEC Co-Chair

**Presenter:** Soon Merz

**Discussion:** Steve Clary nominated Ron Johns. The decision was unanimously approved by a show of hands.

**Decisions/Actions:** Ron was elected to serve as Co-Chair for his 3rd year.

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## **Agenda Item 5:** Discipline Assessment Cycle Training

**Presenter:** Ron Johns/Marcus Jackson

**Discussion:** Ron presented an overview of DAC to the members, reviewed assessment and its importance to the college, then led a group workshop in scoring rubrics for the purpose of training the committee members and volunteers to evaluate DAC worksheets submitted by departments from across the college.

**Decisions/Actions:** Additional DAC workshops will be held on October 24<sup>th</sup>, November 4th and November 7th.

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**Agenda Item 6:** Adjournment

**Presenter:** Soon Merz

**Discussion:** The meeting was adjourned at 3:30pm.

**Decisions/Actions:** No decisions at this time.

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**Next meeting:** November 18th