

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

**Meeting Date:** June 21, 2013

**Time:** 1:30pm to 3:30pm

**Location:** HBC, Room 301

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

**Members Present:** Ann Palmer, Bailey Latham, Bonnie Spanogle, Daniel O'hanlon, Denise White, FC Caranikas, Kirk Kelly, Marcus Jackson, MaryJane McReynolds, Mike McCarthy, Soon Merz and Steve Clary.

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

**Members Absent:** Charles Quinn, Chris de la Ronde, D'Maris Allen-Mierl, David Borden, , Hector Aguilar, Jason Vidrine, Jim Nelson, Kathleen Christensen, Kathy Walton, Kelly Stockstad, Kimberly Hawkins, Laura Ore, Lola Cowling, Lyman Grant, Margaret Reid, Michiel Davis, Mike Midgley, Nancy Laudenslager, Rich Griffiths, Robert Bermea, Ron Johns, and Sylvia Galvan-Gonzales.

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**Agenda Item 1:** Approval of Minutes from last meeting

**Presenter:** Soon Merz

**Discussion:** The agenda was amended to add "Approval of the Minutes from last meeting". Ann moved to approve the minutes as written. Kirk seconded the motion. The minutes were unanimously approved.

**Decisions/Actions:** The minutes for the April 19, 2013 meeting were approved.

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**Agenda Item 2:** Recommended Revised IEC Functions

**Presenter:** Soon Merz

**Discussion:** Soon reviewed the functions of the current committee and background on why new functions were being proposed, as discussed in the April meeting. The proposed changes to the IEC function are as follows: a.) Review and recommend changes to Institutional Effectiveness processes, b.) Review and recommend changes to Institutional Effectiveness data collection, measures and reports, and c.) Develop annual college-wide Institutional Effectiveness Report.

**Decisions/Actions:** Soon will take the proposal to Dr. Rhodes.

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**Agenda Item 3:** Recommended Draft working plan AY14

**Presenter:** Soon Merz

**Discussion:** The suggested work plan for the year would begin with an orientation and review of the functions, then presentation of process reports by chairs of IPR/DAC/SSR/AMP/IAMPC, followed by data reviews focusing on Graduation/Transfers, Successful completions, Persistence, etc., with a final College Wide Institutional Effectiveness Report. Each meeting would be part of the final report which would be built as we go along.

**Decisions/Actions:** Soon will take the proposal to Dr. Rhodes.

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**Agenda Item 4:** Recommended Committee membership Structure

**Presenter:** Soon Merz

**Discussion:** The proposed committee membership would be comprised of decision makers, similar to the composition of the IPC. These would include representatives of the employee associations, managers, directors, possibly the PLT, and representatives from the new campuses as they come on board. Also needed would be a member representing the new SSR committee, a Marketing representative and Neil. Committee attendance will

be stressed and members encouraged to send a proxy in the event they cannot attend. Subcommittees can be created as needed and members of subcommittees aren't required to be IEC members.

**Decisions/Actions:** Soon will take the proposal to Dr. Rhodes.

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The meeting was adjourned at 2:45pm.

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