

Victor Valley College

Meeting of the Institutional Effectiveness Committee- Minutes

Date/Time: 10/8/09, 10:00-11:00 AM **Place:** ATC Building, Teaching Learning Center, Room 171, Victor Valley College

Attendance:

Members – (P = Present; A = Absent; T = Tardy)			
A	Mark Clair (Classified)	P	Jennifer Larriva (Classified)
P	Donna Derryberry (Classified)	P	Marc Skuster (Faculty)
P	Jessica Gibbs (Committee Chair/Faculty)	P	Quynh Tran (Classified)
A	Shirley Gonzalez (Management)	T	Virginia Moran (Administrative Advocate)
P	Lisa Harvey (Faculty/Management)		
T	Paul Williams (Dean)		
Guests – None			

1. Meeting Pattern for Fall, 2009:
 - Third Fridays, 10:00-11:00 AM, TLC.
 - OIE will book and notify.

2. Annual Report Work Sessions:
 - Fridays, 11:30 AM-1:30 PM, West Wing CR.
 - OIE will book and notify.
 - Bring your own lunch if you have to eat.

3. IEC and Program Review:
 - AP 1202: Program Reviews are subject to IEC review “for evaluation of institutional effectiveness overall and recommended organizational priorities for enhancements/improvements.”
 - During Fall ’09 meetings the IEC will develop criteria to be used for the IE review of reports submitted during the current PR cycle.
 - OIE will post sample reports from previous years to be used in developing these criteria at the next IEC meetings.

4. Next Meeting: Friday, 10:00-11:00 AM, TLC.