

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) | | |
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| 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.