

Victor Valley College

Meeting of the Institutional Effectiveness Committee

Date/Time: 03/07/2008, 1:00pm **Place:** Anatomy Lab (Room 5)/Building 31, Victor Valley College

Attendance:

Members – (P = Present; A = Absent)			
P	Mark Clair (Classified)	P	Jennifer Larriva (Classified)
P	Donna Derryberry (Classified)	P	Janet Long (Management)
P	Jessica Gibbs (Committee Chair/Faculty)	A	Odell Moon (Faculty)
P	Shirley Gonzalez (Management)	P	Virginia Moran (Administrative Advocate)
A	Dave Hollomon (Faculty)	A	Becky Palmer (Faculty)
A	Jeffrey Holmes (Management)	A	Khalid Rubayi (Faculty)
A	Kelley Johnson (Management)	P	Marc Skuster (Faculty)
A	TBD (Student)	P	Quynh Tran (Classified)
Guests – None			

Call to Order: Members of the committee met in the Anatomy Lab/Building 31 on the Victor Valley College Campus.

Action Items

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1. **Adoption of the 02/22/2008 minutes:** The minutes were agreed upon and will be posted to the IEC public website.
2. **Presentation on “Assessment”.** Jessica Gibbs conducted an activity to demonstrate assessment.
3. **Identify and define Institutional Effectiveness factors, beginning with Institutional Effectiveness document provided by Mark Clair (posted to IEC Workspace):** Mark Clair led a discussion of the factors and feasibility of each. The committee members commented and/or elaborated on several of the factors and indicators. The committee members agreed that the factors must meet two criteria to be accepted for measurement of institutional effectiveness:
 - The factor must reflect effectiveness of the college and be assessable.
 - The factors must be directly related to the purposes, values, and goals of Victor Valley College.

4. **Development of small work groups for each identified factor:** the committee is unable to form these groups until the factors are identified.