

# Victor Valley College Meeting of the Institutional Effectiveness Committee- Minutes

**Date/Time:** 07/17/2008, 4-5:30pm **Place:** ATC Building, Teacher Learning Center, Room 171, Victor Valley College

**Attendance:**

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

**Call to Order:** Members of the committee met in ATC Building, Teacher Learning Center, Room 171, Victor Valley College.

**1. Adoption of the 06/19/2008 minutes:** The minutes were not discussed and will be adopted at the 08/07/2008 IEC meeting.

**2. TaskStream Demonstration:**

- o Committee received a demonstration of the TaskStream AMS (Accountability Management System) software for institutional level effectiveness management.
  - The committee agreed that the TaskStream software may be beneficial for the management, tracking, sharing and storage of Institutional Effectiveness documents, reports, etc.

**Action Items:**

1. Virginia Moran will forward TaskStream documents to Jessica Gibbs to be posted to the IEC Workspace.