

Victor Valley College

Meeting of the Institutional Effectiveness Committee- Minutes

Date/Time: 10/03/2008, 10:00-11:30am **Place:** ATC Building, Teacher Learning Center, Room 171, Victor Valley College

Attendance:

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

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

1. Adoption of the 09/19/2008 minutes: The minutes were adopted by the IEC committee members and will be posted to the Novell IEC Workspace.

2. Discussion Items:

- Meeting Pattern: The committee members agreed to modify the meeting schedule to first and third Fridays at 9:30am.
- Revision the IEC Annual Report document.
 - The Factors and their definitions were deleted. The committee agreed to use outcome language to be congruent with language used for student learning.
 - Institutional Level Outcomes 1-3 were edited.
 - Leadership and Vision component were deleted.
- Communication of the IEC Annual Report draft to Senate, College Council, etc.:
 - The committee members agreed that the draft requires further revision before being distributed to Senate, College Council, etc.

Action Items:

1. Jessica Gibbs will send announcements regarding the new meeting pattern time to the committee members.

2. Jessica Gibbs will make the changes to the IEC Annual Report draft and send to Virginia Moran.