

Victor Valley College

Meeting of the Institutional Effectiveness Committee- Minutes

Date/Time: 11/28/2008, 2:00-3:30pm **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)	P	Marc Skuster (Faculty)
P	Jessica Gibbs (Committee Chair/Faculty)	P	Quynh Tran (Classified)
P	Shirley Gonzalez (Management)	P	Virginia Moran (Administrative Advocate)
P	Lisa Harvey (Faculty/Management)		
A	Paul Williams (Dean)		
A	TBD (Student)		
Guests – Dr. Silverman (President)			

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

1. Adoption of the 11/14/2008 minutes: The minutes were adopted by the IEC committee members and will be posted to the Novell IEC Workspace.

2. Discussion Items:

1. Review and possible revisions of the Recommendations to College Council.
 - o Guest Speaker- Dr. Silverman:
 - VVC needs to adopt and implement a procedure for Program Review that is relevant and improves the quality of service to its students.
 - VVC will use a zero-based budget. Instructional and Non-instructional units will not receive funds without reinforcing the need for funds by participating in Program Review.
 - Demonstrate that the funds spent effectively in relation to our mission and goals.
 - The IEC is responsible for construction of the process.
 1. Determine units of analysis (non-instructional).
 2. IEC needs to see the existing rubric for budget.
 3. To be supported by the Senate, then recommended to College Council.

4.

Action Items:

- Mark/Ginnie/Jen to look at synergy and arrange logical groups to present at next meeting (Campus Support Units).
- Ginnie to revise AP 1202 and put on college council for 12/3.
 - Will send electronically for review before submission to college council.
- Lisa to put on Senate Agenda- Program Review
 - Time line.
- Review of campus services template on teamsite.