

INSTITUTIONAL EFFECTIVENESS MEETING



El Camino College
Compton Center

December 11, 2014 Minutes
1:00 pm – 2:00 pm
Board Room

Type of meeting: Institutional Standing Committee
Facilitator: Wanda Morris & Felipe Lopez
Recorder: Lillie Rodgers

Attendees

√ ___ Paul Flor ___ Felipe Lopez √ ___ Amankwa McKinzie √ ___ Marci Meyers √ ___ Danielle Moore
√ ___ Wanda Morris ___ Kendahl Radcliffe √ ___ Abigail Tatliolu √ ___ Gregory Walker √ ___ Gloria Hughes
√ ___ Lillie Rodgers, Note Taker

Other Guests:

	Discussion	Outcome
I. Information Item A. Welcome B. Notes		Dean Morris will be at El Camino for one year. Dr. Curry has agreed to let her continue to chair committee.
II. Discussion Items A. 2014-2015 Committee Calendar B. Music 2011 – 2012 Program Review (resubmittal) C. English 2011 – 2012 Program Review (resubmittal) D. Library 2012 – 2013 Program Review E. LRC 2012 – 2013 Program Review	<p>A. Nursing and Political Science will be the first to be reviewed in the spring.</p> <p>B. The committee questioned if any requested changes had been made. Format and fonts are different. Strengths and weaknesses include personal feelings versus department view. Committee questioned if he made changes.. Template and data are not correct. The curriculum offers no degree or certificate. Page 16 list a four semester plan but no completion rate. Success/Retention not listed. We will forward comments and let them know this was rejected and what needs to be done.</p> <p>C. Overall looks very good. They seem to blame the feeder schools.</p> <p>D. New format used and nothing appears out of line. Good job! They used the data. Document is accepted.</p> <p>E. LRC should use the template for Student Services. They have a different template and prompts. They have done a decent job and this is very different.</p>	<p>A. Nursing and Political Science will be the first areas to be reviewed during the spring.</p> <p>B. The document will go back to the originators to make the requested changes. The format and fonts are different. Strengths and weakness include personal feelings versus the department view. Template and data are not correct. Automotive and Business were also rejected and to be resubmitted in the proper format. They must focus on relevant date and it must be on file.</p> <p>C. Overall very good and accepted.</p> <p>D. Accepted as is.</p> <p>E. Should go to Student Service PR. Will check with Barbara Perez to make sure. Committee also questioned if we should be trained on TracDat.</p>

<p>III. Next Meeting Scheduled Date: Thursday, 1/29/2015 Place: Board Room</p> <p>Meeting Adjourned</p>	<p>Next cycle of Program Reviews</p>	

Minutes respectfully submitted by Lillie Rodgers

12/11/2014