

INSTITUTIONAL EFFECTIVENESS MEETING



El Camino College
Compton Center

March 26, 2015 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 √ ___ Joshua Meadors ___ Danielle Moore
√ ___ Wanda Morris √ ___ Kendahl Radcliffe ___ Dr. Hoa Pham √ ___ Gregory Walker ___ Gloria Hughes
√ ___ Lillie Rodgers, Note Taker

Other Guests:

	Discussion	Outcome
I. Information Item A. Welcome B. Notes March 12, 2015		B. Notes were deferred.
II. Discussion Items A. Administration of Justice 2011- 2012 Program Review (resubmittal) B. Spanish & Foreign Language Program Review (resubmittal)	A. Not a whole lot of concern with AJ. Most of the group were not aware AJ was being done today. Comments will be sent to AJ and they will be invited to the next meeting. They wrote 2011 & 2012 in the body but most of the information is from 2013. Section 3 missing most of the items. This is better than the last one submitted. It's almost time to submit again. B. Section 1 is ok. Section II has no label. No discussion on data. Curriculum does not include a timeline, degrees, or certificates. Information is in the intro and should be moved. Different fonts, sizing, and formats were used. Better than the last time. Title of the review should be checked. They didn't say why they were making changes based on the SLO's. Spanish 54B information is from Compton and not El Camino. The worksheet is complete but no decisions are based on	A. Document used the right format. Analysis part is missing when it comes to the chart. Enrollment statistics are on page 8. The data is before the chart. Direction and vision are missing. Very decent review. Template is helping. We will write our concerns and have them resubmit and not attend meeting. They will just be moved out. Once they fix errors they can go to subcommittee. We will approve after the resubmittal. B. Add label to section II. Information regarding timeline and degrees to be moved. Check title of review. Make sure all fonts and sizings are the same. Use the correct format. Redo statistical data. Make some distinction between SLO's and ALO's. Cost projections to be included. This review should be bought back to the group

	<p>the worksheet. Section 5 not included. No costs were projected. Items 6,7,8, need to be more detailed. Statistical data should be redone. Better than two weeks ago. The format is almost right. Page 20, item C & D. Page 25, #6 should be redone. Page 20 distinction should be made between ALO & SLO. They need their data.</p>	<p>and then moved off. This will be discussed again on April 9.</p>
<p>III. Next Meeting Scheduled Date: Thursday, 4/9/2015 Place: Board Room</p> <p>Meeting Adjourned</p>	<p>Next cycle of Program Reviews</p>	<p>Chemistry, Psychology, and Nursing are next. They will be sent out today.</p> <p>Meeting adjourned at 2:02 pm</p>

Minutes respectfully submitted by Lillie Rodgers

3/26/2015