



**Minutes of Institutional Effectiveness Committee
Held on November 23, 2015
Building 6, Room 6-203**

Chairperson:
Karen Wong

Members Present:

Steve Aurilio, Donna Bestock, Michael Bishow, Tammy Calderon, Lorraine DeMello, Jacqueline Escobar, Jan Fosberg, Liz Gaudet, Nick Kapp, Evan Leach, Clifford Moss, David Reed, Sam Sanchez, Sarita Santos

Members Absent:

Aaron McVean, Karen Dimalanta, Lucia Lachmayr, Nadia Tariq, Michael Wong

Resource:

Belinda Chan (Recorder), Zahra Mojtahedi

GENERAL FUNCTIONS

I. Call to Order

Karen Wong called the regular meeting to order at 2:10 p.m.

II. Approval of Agenda

A motion was made by Jan Fosberg and seconded by Tammy Calderon to approve the November 23, 2015 Agenda as written. No change was made. Motion carried unanimously.

III. Approval of Minutes

A motion was made by Jan Fosberg and seconded by Evan Leach to approve the October 26, 2015 Minutes as written. No change was made. Motion carried unanimously.

REPORTS/ DISCUSSIONS

IV. Review Institutional Student Learning Outcomes and the Sub-Descriptors

The ISLOs were last reviewed in February, 2012. Now is an opportune time to review the ISLOs since all five ISLOs have been assessed and we've received feedback, and the California State Universities are widely disseminating the [AACU Value Rubrics](#) for adoption and adaptation. As such, we can align our own assessment practices with other colleges, including the CSU's, to which many of our students matriculate.

Should we make any changes, we may need to create additional measures to our rubrics. Shifting existing sub-descriptors and adding new ones also will impact current mapping.

Due to time constraint, three of the five ISLO groups' sub-descriptor were discussed. See Appendix I for changes.

A. Citizenship ISLO

- "demonstrating social skills" shifted to the Effective Communication ISLO *[All voted aye]*

Approved Minutes

- “demonstrate scientific literacy concerning a range of global issues” changed to “Identify and demonstrate an understanding of a range of global issues: scientific, social, economic, political”
[All voted aye]
- The added sub-descriptor “be an ethically responsible citizen” changed to “be an ethically responsible person”. *[All, but 1, voted aye]*

B. Citizenship/ Effective Communication ISLO

- The sub-descriptor “demonstrate appropriate social skills in group settings, listening and being receptive to others’ ideas and feelings, effectively contributing ideas, and demonstrating leadership by motivating others” split into two categorical groups. *[All, but 1, voted aye]*
 - o “demonstrate appropriate social skills in group settings, listening and being receptive to others’ ideas and feelings, effectively contributing ideas” moved from Citizenship ISLO to Effective Communication ISLO *[All, but 1, voted aye]*
 - o “demonstrating leadership by motivating others” remained in Citizenship ISLO
[All, but 1, voted aye]

C. Lifelong Wellness ISLO

- The proposed sub-descriptor “exhibit a growth mindset, such as seeing effort as a path to mastery, persisting in the face of setbacks, embracing challenges, and learning from constructive criticism” was revised to “exhibit resilience by embracing effort as a path to mastery, persisting in the face of setbacks, acknowledging and overcoming challenges, and learning from constructive feedback”. *[Majority voted aye]*

D. Effective Communication ISLO

- The sub-descriptor “effectively express ideas through speaking and writing” was revised to “effectively construct and deliver a message to express ideas through speaking or writing”.
[Majority voted aye]
- The sub-descriptor “comprehend, analyze, and respond appropriately to oral, written, and other sensory information” slightly revised and split into two
 - o “provide appropriate responses to establish shared meaning” was approved as its own bullet point *[Majority voted aye]*

Other ISLO’s sub-descriptors will be discussed in the Spring 2016 meetings.

V. Community College Survey of Student Engagement

With no formal action, Members voted aye to include customized questions and non-ISLO questions in the CCSSE survey to be conducted in Spring 2016. See Appendix II.

NEXT REGULAR MEETING

Next regular meeting will be held on Monday, January 25, 2016 in Room 6-203 from 2:00 p.m. to 4:00 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 4:01 p.m.