Institutional Effectiveness Committee Agenda

April 25, 2016, 2:05- 4 -- Room 6203

<u>Facilitator:</u> Karen Wong, Coordinator of Institutional Effectiveness, PRIE

<u>Members:</u> Steve Aurilio, Social Sciences/ Creative Arts Representative

Donna Bestock, Administrator Representative

Michael Bishow, Language Arts Representative

Tammy Calderon, Business, Education, & Professional Programs Representative

Lorraine DeMello, Student Services Representative

Karen Dimalanta, Academic Services & Learning Technology Representative

Jacquie Escobar, Student Services Representative

Jan Fosberg, Kinesiology, Athletics & Dance Representative

Liz Gaudet, Classified Senate Representative

Nick Kapp, Science, Math & Technology Representative

Evan Leach, Science, Math & Technology Representative

Lucia Lachmayr, Language Arts Representative

Aaron McVean (Dean), Planning, Research & Institutional Effectiveness

Cliff Moss, Global Learning and Program Services Representative

David Reed, Academic Services & Learning Technology Representative

Sam Sanchez, Social Sciences/ Creative Arts Representative

Sarita Santos, Business, Education, & Professional Programs Representative

Nadia Tariq, Classified Senate Representative

Michael Wong, Associated Students of Skyline College Representative

<u>Resources:</u> Belinda Chan, Staff Assistant (Recorder) & Zahra Mojtahedi, PRIE

<u>Documents:</u> Revised ISLOs and Rubrics, SENSE draft questions

Action Item(s)

Topics

	Presenters	Time
I. Approve Agenda	Wong	2 min.
II. Approve IE Minutes from March 21 and February 22, 2016	Wong	2 min.

Reports/ Discussions

Topics

	Presenters	Time
III. Final discussion of the ISLO Sub-descriptors and rubric revisions.		
Determine a consistent Likert scale for all of the rubrics (e.g., No/Low Proficiency, Some Proficiency, Proficiency, High Proficiency OR Beginning, Developing, Competent, Accomplished OR needs work/ adequate/ good/ excellent).	Members	30 min.

Action Item(s)

Topics

	Presenters	Time
IV. Vote on the revised sub-descriptors.	Wong	5 min.
V. Vote on the ISLO rubrics and the Likert scale.	Wong	5 min.

Reports/ Discussions

Topics

	Presenters	Time
VI. Review SENSE custom questions	Mojtahedi	30 min.

Announcements

Topics

	Presenters	Time

VII.   Please designate the following Mondays (the 4th Mondays of the month), 2- 4, for IE Committee meeting: August 29, September 26, October 24, November 28, January 30, February 27, March 27, and April 24. I hope you are able to continue with the IEC

next year, but if not, please arrange for your replacement. Outlook invitations will be forthcoming once committee assignments are settled.

Please sign up for one of the committees below, signing up for an ISLO until all spaces are filled so that approximately the same number of people are working on each ISLO. I will send an information "packet" via e-mail for you to work on your ISLO by our next meeting.	
ISLO AND RUBRIC REVIEW	TEAM MEMBERS
CITIZENSHIP	1) Sam Sanchez 2) Lucia Lachmayr 3) Michael Wong
CRITICAL THINKING	1) Zahra Mojtahedi 2) Clifford Moss 3) Liz Gaudet 4) David Reed
EFFECTIVE COMMUNICATION	1) Steve Aurilio 2) Michael Bishow 3) Nadia Tariq 4) Karen Dimalanta
INFORMATION LITERACY	1) Belinda Chan 2) Jacquie Escobar 3) Lorraine DeMello
LIFELONG WELLNESS	1) Jan Fosberg 2) Sarita Santos 3) Tammy Calderon 4) Evan Leach