

Institutional Effectiveness Committee Minutes  
 March 6, 2018, 3:30- 5:00 p.m. in Boardroom

**Present:** Matt Danskine, Ian Coronado (phone), Jen Steele, Craig Taylor, Molloy Wilson, Chris Rehn, Gerry Meenaghan, Tammy Salman, Anne McGrail, Carla Arciniega, Elizabeth Andrade, Jane Harmon, Daniel Harbowy, Shara Tscheulin, John Stark

**Absent:** Christine Andrews, Jim Salt, Tammie Stark, ASA Special Projects (vacant), Student At Large (vacant), Terrie Minner, Rosa Lopez, Mary Parthemer, Brian Kelly

**Notetaker:** Elizabeth Andrade

Item	Notes
Minutes-Approval	To be approved next meeting
Core Theme Team Reports	<p>General Discussion</p> <p>Need to look at outcomes and effectiveness, not just percentages or figures            Teams can use any score value 1, 2, 3, 4, 5, with 1, 3 and 5 represent the key threshold values            Consider adding longitudinal indicator data when available, for context</p>
	<p>Core Theme 1: Gerry Meenaghan and Shara Tscheulin</p> <p>See report on shared drive</p> <p>Notes and Recommendations:</p> <ul style="list-style-type: none"> <li>1.1 – Need to improve validity around TSA data. Consider something more granular than yes/no.</li> <li>1.2 – Benchmark/threshold is still being developed with Christina Walsh.</li> <li>1.3 – Consider looking at outcomes for addressing feedback from external sources in program review reports.</li> <li>1.4 – no comments</li> <li>1.5 – Benchmark set on OSBDCN targets which may need to be reviewed and updated</li> <li>1.6 – Consider using or adding cume (total weekly audience)</li> <li>1.7 – Consider looking at percentage for LTD ridership as this figure will change with enrollment. Consider looking at sources of energy for utilization indicator</li> </ul> <p>Consider adding indicator related to gainful employment</p>

	<p>Core Theme 2: Mary Parthemer and Rosa Lopez</p> <p>See report on shared drive</p> <p>No discussion</p>
	<p>Core Theme 3: Ian Coronado and Tammy Salman</p> <p>See report on shared drive</p> <p>Notes and Recommendations:</p> <p>3.1 – Consider updating indicator wording to more closely align with CCSSE data source</p> <p>3.2 – Not all students are required to complete a plan. Consider creating a recommendation around this</p> <p>3.3 – Intended for faculty. Difficult to gather data beyond FPD. Need better tracking.</p> <p>3.4 – No tracking system in place. Doesn’t discuss effectiveness or outcomes.</p> <p>3.5 – Need better data sources. Consider looking at APR, curriculum committee forms, CMS</p> <p>3.6 - Work with APR to track</p> <p>3.7 - Need to integrate with APR; establish cycle. Indicator refers to course, but not program-level assessment.</p> <p>3.8 – N/A</p>
	<p>Core Theme 4: Vicki Trier and Daniel Harbowy</p> <p>Notes and Recommendations:</p> <p>Consider also looking at 6-year rates</p> <p>This Core Theme is most directly related to enrollment issues and opportunities</p> <p>4.1 – includes both full time and part time students. Lane has made substantive progress on this indicator over the past few years.</p> <p>4.2 – although Lane is not too far out of line from national statistics, we need and want to improve retention rates</p> <p>4.3 - recommend removing reading from this indicator; it is difficult to assess</p> <p>4.4 – look at both 3- and 6-year rates. Most benchmarks and comparator data use 6-year rates.</p> <p>4.5 – same as above</p> <p>4.6 – no comment</p> <p>4.7 – no comment</p>

Next Steps	<ul style="list-style-type: none"><li>-&gt; All CT leads will place their reports on the shared drive OR email to Elizabeth and she'll put them up</li><li>-&gt; Jen will send out ideas for presenting this information and facilitating dialogue and engagement with the campus community</li><li>-&gt; Elizabeth and Jen will look at dates in late April for a campus discussion</li></ul>
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