Institutional Effectiveness Committee Minutes
October 3, 2017, 3:30- 5:00 p.m. in 4/105

Present: Tammie Stark, Matt Danskine, Ian Coronado, Dawn DeWolf, Rosa Lopez, Tammy Salman, Anne McGrail, Brian Kelly, Mary Parthemer, Jen Steele, Craig Taylor, Molloy Wilson, Elizabeth Andrade, Jessica Alvarado, Terrie Minner.

Absent: Christine Andrews, ASA Special Projects (vacant), College Council Rep (vacant), Faculty Council Rep (Vacant), Faculty At Large (vacant), P2P representative (vacant), Student At Large (vacant), Diversity Representative (vacant), Student Affairs Rep at Large (vacant).

Guest: Kate Sullivan

Notetaker: Anna Kate Malliris

Item	Notes
Minutes-Approval	Not on the agenda.
The Role of the IEC	• Handout #1- Institutional Effectiveness Plan (Reviewed) • Discussion: o Need to update the definition of Mission Fulfillment pre last meeting (see below)
Mission Fulfillment Definition	Lane Community College defines mission fulfillment as the achievement of its four core themes, carried out in alignment with college core values. The fulfillment of these themes is demonstrated ~~in three ways: 1)~~ through the realization of core theme objectives, which are measured through a set of indicators and attendant **thresholds** ~~benchmarks; 2) through the lens of strategic directions and requisite measures; 3) through the deployment of planning and institutional effectiveness structures and processes~~. **Lane's strategic directions, planning and institutional effectiveness structure and processes support the fulfillment of college core themes.** • Discussion:

The Planning Calendar	• Handout #1
Role & Responsibilities of Core Theme Teams	• Handout #4 • Core Theme Leads will be identified (some new and some continuing) and they will then put together their team. The Leads need to be identified by 10/24/17 before the accreditation visit. • Core Theme Teams should include all appropriate people so they get necessary input from a broader group. It would be good to have a standard invitation for people to join a Core Theme Teams. Some background would be really helpful to moving the work forward but we also want to engage people to familiarize themselves and integrate these Core Themes into their work.
Core Theme Data (Wilson)	• Handout #2- Core Theme Data reviewed • Does not include the raw data that informs the information on this handout. The underlying data is provided to the Core Theme Leads. • May need a method statement so there is some more clarity about how the high level data was derived from the larger data set. • May also need as simple explanation on how to interpret the data in handout #1
IEC Charter	• Handout #3
Next Meeting	**November 7, 2017, from 3:30-5:00 p.m. in the Boardroom.**