



**Functional Team:** Institutional Effectiveness

**Meeting Date:** February 25, 2014

**Attendees:** Rebecca Barnard, Karlene Fenton, Janie Gonzales, Jennifer Gray, Sonia

Valdez and Kelli Wilder

**Absent:** Josephine Lara and Melissa Sutherland



ITEM	TIME	AGENDA ITEM	ACTION ITEMS	NOTES
1		Report on CR2.5 by Karlene Fenton, Rebecca Barnard and Melissa Sutherland	<ul style="list-style-type: none"> <li>●Karlene Fenton will address the first four questions under <i>Relevant Questions for Consideration</i> for CR2.5</li> <li>●Rebecca Barnard will address questions five through seven under <i>Relevant Questions for Consideration</i> for CR2.5</li> <li>●Melissa Sutherland will address questions eight through ten under <i>Relevant Questions for Consideration</i> for CR2.5</li> </ul>	
2		Report on CS3.3.1.1 by Sonia Valdez, Janie Gonzales and Josephine Lara	<ul style="list-style-type: none"> <li>●Bring up Instructional Unit Review (IUR) as a red flag to concerned persons               <ul style="list-style-type: none"> <li>--Rebecca Barnard will find the appropriate form to bring up this issue</li> <li>--Sonia Valdez will fill out and submit the form</li> </ul> </li> </ul>	Sonia Valdez brought up an issue related to CS3.3.1.1 regarding Instructional Unit Review (IUR), which has not been active this year or last year
3		Report on CS3.5.1 by Jennifer Gray, Kelli Wilder and Sonia Valdez	<ul style="list-style-type: none"> <li>●Identify all programs, coordinators and outcomes related to issue described in notes field;</li> <li>●Send lists of programs to deans for verification and ask for program coordinator names               <ul style="list-style-type: none"> <li>--Jennifer Gray will compile program lists for AS, AA and AAT</li> <li>--Kelli Wilder will compile program lists for AAS and Health Sciences</li> </ul> </li> <li>●Create an assessment module to identify standards, measures, targets, results, improvements and other relevant tools</li> </ul>	Sonia Valdez brought up an issue related to CS3.5.1: challenge with current model for degree program "majors" and "concentrations" to be in alignment with SACSCOC standards and requirements; Recommendations made by Cabinet effective immediately to remove concentrations
4			<ul style="list-style-type: none"> <li>●Rebecca Barnard will submit a list of meeting dates to Rhonda Johnson</li> </ul>	
5				The entire team discussed the issues listed above and then broke out into work groups
6				

