

**Institutional Effectiveness Council
Meeting Minutes
February 22, 2018**

Present: Norayne Rosero (Assessment Liaison), Robert Huyck, Mary Jane Parry, Deanna Ferro-Aurience; Paula Graveling, Rosemary Spetka, Alex Haines-Stephan, Jake Mihevc, Lisa Bullet

Excused: Marie Miknavich (DIRA), Andrew Glidden, William Hunt, Rosemary Mink

Recording secretary: Norayne Rosero

- 1. Approval of Minutes:** The minutes of the 2/8/18 meeting were reviewed and revised. M. Parry made a motion to approve the minutes; L. Bullet seconded the motion. The minutes were unanimously approved.
- 2. Google Design Team survey:** M Miknavich discussed with Melissa Barlett and Karen Getman their Leadership Academy research project on the usage of Google software (and other technology) for classes They brought the survey to M Miknavich for approval by the IEC. The IEC raised a number of concerns about the way the items were worded on the survey and the IEC requested that the survey be done in Survey Monkey. It was decided that the survey could be conducted through Google software because the College has an agreement for that which will allow the OIRA to maintain the survey history.
- 3. Employee Climate Survey Follow-up:** M Miknavich is still tabulating the results and the IEC will look at those at a later date.
- 4. Middle States Team Visit:** N. Rosero discussed the upcoming Team Visit with the members of the IEC, the schedule is still being developed. There may be some Team members that will want to meet with the IEC, but that has not been determined yet. N. Rosero asked IEC members to read the Standard V and VI chapters about student learning assessment and institutional effectiveness.
- 5. Meeting Dates:** The following dates have been reserved for the spring meetings: March 8, March 29, April 12, April 26