

**Institutional Effectiveness Council**  
**Meeting Minutes**  
**February 5, 2015**

**Present:** Andrew Glidden; Mark Radlowski; Norayne Rosero; Robert Huyck; Alex Haines-Stephan; Deanna Ferro-Aurience; Jim Sunderhaft; Rosemary Mink; Rosemary Spetka; Michael Adamo;

**Excused:** Janice Lester Bell;

**Recording secretary:** Norayne Rosero

1. **Approval of Minutes:** The minutes of the 12/11/14 meeting were reviewed and revised. R. Huyck made a motion to approve the minutes; A. Haines-Stephan seconded the motion. The minutes were unanimously approved as revised.
2. **CCSSE and CCFSSSE:** As a follow-up to the December meeting, N. Rosero distributed a document comparing the 2009 and 2014 CCSSE results that were identified by the IEC as a focus for improvement through Professional Development sessions. All of the means increased for the identified items. N. Rosero asked about the use of the results for the CCFSSSE, and so far they have not been used. The IEC will examine further data from the two surveys, but if the results of the CCFSSSE are not used then it does not make sense to continue to administer it.
3. **Data Summit:** A Data Summit was held on January 15<sup>th</sup> from 8:30 to 12 noon to examine the work of the Achieving the Dream Core and Data Teams. It is expected that the Data Summit will occur at least annually. M. Radlowski gave a summary of the event. There was an introduction time, a data presentation, a game that was played, a next step discussion, and a presentation by an alumna. The Achieving the Dream Coaches met with the Core and Data Teams and stated that they were pleased with the results of the summit. Questions were gathered from those present and the ATD Teams will be addressing them.
4. **Employee Climate Survey:** The OIRA will be administering the Employee Climate Survey this spring, probably after spring break. It is on a three-year cycle. M. Radlowski will be gathering together the Survey Subcommittee (made up of: Rosemary Mink, Rosemary Spetka, Deanna Ferro-Audience, Andy Glidden) to review the items on the survey. They will also examine the feasibility of the survey being done electronically. M. Radlowski and N. Rosero will do a presentation of the results at a 2015 Summer Institute session.
5. **Principles of Assessment:** N. Rosero discussed the future work of the IEC in reviewing the Principles of Assessment for MVCC. The current principles were developed almost 15 years ago, and should be looked at for revisions. Information about principles, their importance and some examples were distributed to the Council members to review for the next meeting. N. Rosero will email the links and the homework assignment for the next meeting on the 26<sup>th</sup>. It is expected that a new set of Principles will be completed and on the website by spring 2015.
6. **Meeting Dates:** The dates for the spring semester IEC meetings have changed and now are **February 26, March 12, April 9, and April 30**. N. Rosero will email members as a reminder.