

Institutional Effectiveness Committee (IEC)

March 19, 2015, from 3-5 p.m.

Boardroom

Present: Molloy Wilson, Dawn DeWolf, Craig Taylor, Matt Danskine, Roxanne Watson, Rosa Lopez, Ce Rosenow, Ashley Jackson, Gary Mort, Phil Martinez, Brian Kelly, Jennifer Steele

Notetaker: Anna Kate Malliris

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1. Timeline: Lane will need to have the Core Themes, Objectives and Indicators for the June Year 1 report.
2. Craig, Ce and Dawn went to a NWCCU training for the Mid-cycle Year 3 Report. Their impressions include:
  - a. The cycle of reports has changed:
    - i. FROM: Years 1, 3, 5, & 7 reports
    - ii. TO: Years 1 & 7 reports with a Year 3 mid-cycle report and visit.
  - b. The focus of the mid-cycle report is not on the core themes but rather is focused on student learning and assessment and how you know if you are helping students learn. It includes a visit which is more collegial and helpful with no recommendations coming out of it.
  - c. The mid-cycle report and visit resulted because all of the schools struggled with the core themes and mission fulfillment.
  - d. At least one, or maybe even all, core themes need to be tied to student learning. Everything at the college needs to be connected to student learning or maybe we should not be doing it.
  - e. There are direct and indirect measures (indicators). Last year, we had too many indicators (per the evaluators) and they were mostly indirect. We need to focus a little more on direct measures. This requires analysis that balances the values, goals and long- and short-term goals/outcomes for the college.
3. Handout #1- Discussion
4. Carol Schaafsma- retired Vice President from Linn-Benton Community College with a lot of experience with accreditation and now consulting. She also facilitated the February 27, 2015, Core Themes meeting.
  - a. Although Carol can make suggestions based on the information provided, she does not know Lane's environment/culture which should be reflected in the core themes.
  - b. Handout #2- Discussion

- i. Three emerging themes from the February 27<sup>th</sup> Core Themes Meeting
- ii. Handout #3 summarizes the brief conversations from that meeting plus the little email feedback.
- iii. The framing PowerPoint from that meeting is on the website
- iv. The third theme is very broad so we may want to separate out some ideas. However, we need to be careful not to divide out current issues because the core themes will continue unchanged for a long time. It is alright to pull out core themes if they are fundamental, ongoing and a core part of Lane's parts. We could also have 1 very broad core theme and then draw out the parts as objectives.
- v. Two ideas:
  - 1. Divide by "accessible learning opportunities," "comprehensive learning opportunities," etc.
  - 2. Divide by "educational opportunities that are accessible & comprehensive," "educational opportunities that are quality & learning centered,," etc. (preferred)
  - 3. Accessibility & sustainability can be linked; including the cultural environment (learning/working environment)
- vi. Lane can have more than three core themes; Carol has seen up to 10 core themes. Just remember that with each core theme, there will be ongoing committee work and when writing the report, all of the themes need to tell a consistent story.
- c. Indicators are the bellwethers that let the institution know to look deeper to see what needs to be improved. You need to explain why you have chosen your indicators and explain why they are the ones to watch.
- d. Lane still needs to look at the data collected using the current core themes and continue working toward improvement even while changing to new core themes.

5. Next Steps:

- a. Form a subcommittee to work on a rough draft of 3-5 core themes.  
**Volunteers:** Ashley, Jennifer, Ce, Rosa, Craig, Phil or Christina, and Kate Sullivan
- b. Roll out core theme draft to college community and solicit feedback
- c. Develop a communication plan to reach all staff & students
- d. IEC to continue their work focusing on objectives and indicators