

## INSTITUTIONAL EFFECTIVENESS COMMITTEE MINUTES

April 21, 2016, 3:00-4:30 p.m. in the Boardroom

**Present:** Ce Rosenow, Jennifer Steele, Matt Danskine, Rosa Lopez, Kate Sullivan, Craig Taylor, Dawn DeWolf, Christina Howard, Molloy Wilson, and Phil Martinez

**Absent:** Bob Baldwin, Jennifer Frei, Lida Herburger, Brian Kelly, Ashley Jackson, Philos Molina, and Gary Mort

**Notetaker:** Anna Kate Malliris

**Guests:**

Item	Notes
Agenda and Minutes	<ul style="list-style-type: none"><li>• Add ATD Meeting &amp; World Café to agenda</li><li>• Minutes<ul style="list-style-type: none"><li>○ Send out e-copy of the word doc and store on the shared drive</li><li>○ No quorum to approve 1/21/16 or 3/17/16 meeting minutes</li></ul></li></ul>
Update on Core Themes & Strategic Directions	<ul style="list-style-type: none"><li>• Handout #1</li><li>• Going to all of the Councils and the affinity groups (Peer to Peer, Deans &amp; Directors, etc.) with the conversation kit and have had positive responses.</li><li>• Next step have a campus meeting on 4/27/16 from 3-5 p.m. Carol Schaafsma will facilitate. The College Council Planning Subcommittee will review the feedback from the campus meeting to incorporate it with a goal of presenting to College Council on May 26<sup>th</sup> and the Board in July.</li><li>• Feedback given on the toolkit. Updates will be made for the next iteration.</li></ul>
Core Theme lead roles and responsibilities	<ul style="list-style-type: none"><li>• Able to revise core theme indicators prior to our mid-cycle report; by the end of May. The indicators need to align with the objectives listed in the Conversation Toolkit.</li><li>• Although the College Council subcommittee will not be tackling the Core Values this year, when creating the indicators for the core themes, it would be helpful to consider them through the lens of the core values.</li><li>• We then will do one year data and then we have the ability to revise them if we are not fully satisfied with them.</li><li>• The leads need to work with their teams to finalize the indicators. Ce, Dawn, Craig &amp; Molloy are available to assist with this process.</li></ul>

	<ul style="list-style-type: none"> <li>• There will an implementation plan developed once we are sure what we are committing to with the core theme indicators.</li> </ul>
Calendar/timeline and campus conversations	<ul style="list-style-type: none"> <li>• Planning subcommittee (Ce, Craig, Dawn, Jen, Bob Balwin &amp; Sara Fox) would like participation from the IEC. Rosa Lopez volunteered. Others are welcome</li> <li>• This work will happen after the indicators are proposed by the IEC at the end of May.</li> </ul>
ATD Visit &	<ul style="list-style-type: none"> <li>• ATD has been going on but it has not been integrated into our planning efforts but will come into the process during the next iteration.</li> <li>• The World Café will explore institutional capacity for reform but we are in the middle of reform efforts at Lane. There are 7 themes that ATD is considering and in some of there, there appears to be some synergy with the work we are doing on the core themes at Lane.</li> <li>• It is unclear how the ATD work integrates into the planning work that is being done. There needs to be a clear vision for where the ATD work is going at Lane.</li> <li>• Suggestion that someone from IEC go to the World Café to understand the work that ATD is doing and then the ATD people should come and discuss how it relates to the work IEC is doing.</li> <li>• There is valuable information on the ATD website which has value and the conferences are a great source of information.</li> <li>• We have also applied for an ATD grant to fund professional development and OERs.</li> <li>• There needs to be a lot more information and transparency about ATD and it needs to be aligned with our work.</li> </ul>
Next Meeting	<b>May 19th from 3:00-4:30 p.m. in the Boardroom</b>