

**Institutional Effectiveness Committee**

February 21, 2018  
3:00 pm – 4:00 pm  
SS-104

Notes

Participants: Paul Chown, Dan Calderwood, Brady Reed, Bob Brown, Stephanie Burres (support)

1. **Review Ed Master Plan (Goals and Strategic Initiatives) to inform Annual Plan**

[**https://internal.redwoods.edu/Portals/25/Goals%20Education%20Master%20Plan%202017-2022\_1.pdf**](https://internal.redwoods.edu/Portals/25/Goals%20Education%20Master%20Plan%202017-2022_1.pdf)

* If we make updates to the current plan, we may want to consider changing the 5-year cycle to 2019-2024.

1. **‘Theme’ Program Review actions to add to new Annual Plan (attached spreadsheet)**
   1. **Theme on Vision for Success Goals**

* Paul would like the committee to review the Program Review planning actions and identify those that align with the current annual plan and the Ed Master Plan.
* We may want to consider moving forward to update the Program Review Template to include an analysis of how programs are meeting the Vision for Success Goals (the section currently refers to our 2015 goal of persistence). Also encourage program review authors to include the Vision for Success Goals as the plans they are aligning with.

1. **Evaluate and roll unfinished 2018-2019 Annual Plan items.**

[**https://internal.redwoods.edu/Portals/25/2018-2019%20Annual%20Planning%20Progress.docx?ver=2018-10-31-143837-190**](https://internal.redwoods.edu/Portals/25/2018-2019%20Annual%20Planning%20Progress.docx?ver=2018-10-31-143837-190)

* For the upcoming 2019-2020 Annual Plan, Paul has reformatted it to include our Vision for Success goals.
* Updating marketing materials to include utilization of eLumen for our catalogue and curriculum updates. We also want to include an update of the program pages on the website. Establish the process for getting changes made to the website and printed materials.
* Identify Area E in the assessment outcome prompt and roll over to next year.
* If the committee has other recommendations of goals that need to be added or rolled over they can email them to Paul.

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| Adjourn |