

**MIAMI DADE COLLEGE
OFFICE OF THE ASSOCIATE PROVOST FOR INSTITUTIONAL EFFECTIVENESS**

**CASSC Institutional Effectiveness Committee Meeting
July 13, 2009
Wolfson Campus, 7166**

Minutes

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| Present: | Joanne Bashford David Kaiser Sean Madison Pam Menke | Beverly Moore-Garcia Mark Nestor (by phone) Carol Tulikangas |
| Not Present: | Gloria Baez Gwen Gilbert Melissa Lammey Vida Ojeda | Francisco Orellana (student rep) Grace Telesco Aby Vazquez (student rep) |

- Approval of the 4/20/09 meeting minutes was deferred until the next meeting since we did not have a quorum of members present.
- Carol and Joanne described the ***Workshops for Academic Managers*** that were conducted in May. The powerpoint for the workshop will be sent to committee members. Follow up items include:
 - ***Contact with academic managers early in the fall semester for specific feedback and suggestions about the templates*** (revised school and discipline templates were shared with attendees) ***as well as the reporting process overall.***
 - ***CT&D facilitated workshops on the planning and goal setting processes should be held during the fall semester*** for discipline conveners and chairs, with deans invited.
 - ***Discipline and school specific data packages will be prepared by IR*** and made available to the discipline conveners, chairs, faculty and deans. The data will be updated by term, biannually, or annually as appropriate. ***Workshops with the disciplines and schools may be scheduled for Spring term to share and discuss the data.***
- Joanne reported that ***about half of the Annual Reports have been approved and forwarded for posting.*** Some are ready pending the presidents' review and approval.
 - The student services deans met with the lead area directors in May to review their draft reports and collectively provide feedback and suggestions. They met again to review the requested changes before submitting to the coordinating campus presidents for approval.

- **Template Revisions**
 - The academic template was separated to provide specific templates for the schools and disciplines while preparing for the annual reports workshops. These new templates will be sent to committee members. **A template for schools to use to summarize their program level reports will also be drafted (Richard Prentiss).**
 - Mark described the changes made to the Media Services and Campus Network Services templates to be more data focused.
 - Administrative services template revisions will be discussed at the next meeting.
- Mark gave an **overview of the V-Coach Title V project** at Hialeah Campus. Rene Garcia will provide an update at the next meeting.
- Sean reported that he and the **Learning Outcomes Assessment Team (LOAT)** are preparing for the **annual results meeting at the end of July** when new members are “oriented” to the work of the LOAT. The meeting will be more interactive this year. He is also working on **validating the assessment results** using regression and ANOVA, **weighting the results to control for proportional differences in tasks completed** and allow for year-to-year comparisons, and **reviewing the additional survey items** added to some tasks to assess student effort and self-ratings of abilities.
- David discussed a few recent **Institutional Research reports** including the **Basic Skills Assessment results** capsule , the **AA Leavers Capsule**, and the **Enrolled Student Survey**. The committee also discussed **virtual vs. blended vs. face-to-face course success comparisons** completed recently (Joanne will forward results to Carol for the ALC to review) including additional data that might be useful on this topic.
- For the Academic Leadership Council update, Carol described the **ACE grant-funded project on InterAmerican Campus**, which provides a content-based, accelerated curriculum as an alternative to the standard EAP curriculum.
- There was no update from Student Affairs, Administrative Affairs, or Learning Resources during this meeting.

The meeting adjourned at 3:30.

The next meeting will be held on Tuesday, September 22, 2009.