



Modesto Junior College
Accreditation/ Institutional Effectiveness Committee
Meeting Minutes
April 23, 2010

Present:

Michael Adams, Co-Chair, Academic Senate President
Wendy Griffiths-Bender, Yosemite Faculty Association Appointee
Curtis Martin, Faculty Program Review Liaison
Dr. Bob Nadell, Vice President of Student Services (Student Services Administrator)
Antoinette Herrera, Student Services Administrator
Sarah Mesenhimer-Johnson, California Schools Employee Association Appointment
Brian Sanders, Dean of Science, Mathematics, and Engineering
Jenny Netto, Faculty Accreditation Co-Chair
Gary Whitfield, Vice President of College and Administrative Services
Dr. Ken Hart, Director of Research and Planning
Letitia Miller, California Schools Employees Association Appointee
Heather Townsend, Administrative Assistant/Recorder
Vacant, Faculty Career and Technical Education Liaison

Absent:

Dr. Karen Walters Dunlap, Co-Chair, Vice President of Instruction
Pauline Rosado, Associated Students of Modesto Junior College Appointee
Adrienne Peek, Faculty Curriculum Committee Co-Chair, President Elect, Academic Senate
Mark Anglin, Dean of Agriculture, Environmental Sciences, and Technical Education

1. Check-in
2. H. Townsend distributed a document showing the upcoming AIE meeting dates, times, and locations.
3. J. Netto gave a quick accreditation update. She spoke about the substantive change proposal. A first draft at the college is due on June 1st. The final report is due to the commission in September. H. Townsend informed the group that B. Adams, curriculum representative, in collaboration with H. Townsend, are currently the persons in charge of documenting all programs that have courses approved to be offered 50% or over through distance education. Each program that can be offered at least 50% or over through DE is recorded and forwarded to J. Netto for substantive change filing.
4. B. Sanders gave the committee a thorough walk-thru of the PRNet database. B. Sanders went through each area of the database that will hold the upcoming

Program Reviews from each division. He distributed a colorful flow chart displaying the following:

- Outcomes Assessment
- Program Review
- Feedback & Resource Allocation

Each area has a checklist before a submittal can be made. K. Hart was asked by B. Sanders to verify the timelines within the chart. C. Martin asked for clarification on the timeline for Program Review being conducted. B. Sanders verified that Program Review will be conducted in spring. G. Whitfield requested a name edit for College Administrative Services. Mr. Whitfield would like for it to read College Administrative Unit Services. A. Herrera asked about the Assessment Work Groups role in PRNet. B. Sanders showed the committee where the Assessment Work Group would go to take a look at the outcomes. The individual would go to the Assessment Work Group link and click on view report. Then the individual would take action by clicking on one of three items available:

1. Request for change
2. Forward to Manager
3. Deny

B. Sanders will be editing some of the text boxes and other items before it is ready for usage. PRNet should be up and running sometime in fall 2010.

5. A. Herrera presented an Assessment Work Group update. A detailed draft of a grid was passed out to the AIE members showing assessment information from courses. The Assessment Work Group will use the grid, when finalized, to collect data and related information from all different areas to categorize everything in one place for the assessment. The information within the grid will be presented at the Assessment Workshop on May 6th.
6. M. Adams passed out the Assessment Workshop agenda. The Assessment Workshop is scheduled for May 6th. The workshop will be located in the Fireside Lounge and will take place from 8 a.m. to 4 p.m. All AIE members are asked to attend. M. Adams will meet with KWD to decide who will represent each goal at the workshop.
7. K. Hart presented a document displaying the result data in detail from the Faculty/Staff Class Climate survey. K. Hart went over each individual section with the AIE committee. The total number of respondents to the survey was 430.
8. Check-out