Members Present: Sterling Foster, Kyle Higa, Charles Miller, Patrick Patterson, Marcia Roberts-Deutsch, Steven Shigemoto.

The meeting was called to order at 12:05 p.m. by Chair Sterling Foster. Marcia Roberts-Deutsch agreed to serve as Recorder.

The Agenda was adopted without changes.

The Minutes of the February 27 meeting were presented for approval without any changes. Charles Miller moved and Patrick Patterson seconded that the minutes be approved; members voted unanimously to approve.

Reports and Responses:

Marcia Roberts-Deutsch, the Accreditation Liaison Officer, indicated that the Accreditation Task Force had had its last meeting of the year on April 17, and that she was in the process of preparing the end-of-year report. It was decided that that report would be due to the CCIE by May 4th, so that the CCIE Chair could prepare a final report for the FSEC, which meets next on May 8th.

Marcia also reported on the campus-wide survey that is currently being conducted. This will provide valuable input in the preparation of the College’s Midterm Report to ACCJC, which will be submitted in mid-October, 2015. Marcia is working on a preliminary draft of the Midterm Report, building on the two Follow-Up Reports that the College submitted in 2013 and 2014. A draft of the Midterm Report will be posted for general campus review during the summer and early fall.

Patrick Patterson, Assessment Coordinator, reported that he and VCAA Katy Ho have been working on planning for the Assessment Showcase, although a date has not been set. He suggested that it might need to be put off or cancelled this year. However, he noted that there are several programs that would be ready to present now, including Math, English, History, Early Childhood Education, and possibly Fashion Technology. Other programs would also be able to present if we waited until Fall 2015. Because of the delay in getting data from the system this year, Annual Reports and Programs Reviews have also been delayed.

Patrick also reported on the Database Working Group’s progress in developing search protocols in a three-tier system (division, department, field), and noted the significant help that Vern Takebayashi and Zane Nedbalek have provided in making progress with this project. Patrick suggested that a proposed assessment plan could be shared in the Assessment Town Hall in Fall 2015, with suggestions on
how to “close the loop,” and that the Spring 2016 Assessment Showcase could highlight some initial results of that plan.

**Assessment of the Campus Council on Institutional Effectiveness:**

In a discussion about the functions of the CCIE, it was noted that this committee could take more active ownership of the Comprehensive Assessment Planning Calendar in addition to monitoring the work of the two task forces.

In terms of next year’s leadership of the CCIE, Sterling noted that he will be ending his term with FSEC, and therefore would likely not be available to serve again as CCIE Chair. The committee looked to Charles Miller, who will be a continuing member on CCIE, as a possible candidate for CCIE Chair, depending on his duties with the Staff Senate. There was strong consensus that the CCIE Chair should be a faculty or staff member (not an administrator.)

The CCIE set a meeting date of August 17 at noon in 2-614 as its initial meeting of the 2015-2016 academic year.

The meeting was adjourned at 12:54 p.m.