CCIE Meeting Minutes  
September 25, 2015

In Attendance: Mike M., Marcia R-D., Charles M. Pat P., Steven S., Katy H.

Selection of Chair:  
Steven Shigemoto was elected the Chair of CCIE for this year.

Recorder for this meeting:  
Katy Ho

*Mike Meyer will be setting up a space for the group in SharePoint for meeting agendas, minutes, and communication.

ILO Assessment – Pat P.

- Handout given.
- Jim Poole had suggested a way to map ILOs to CCSSE data. He had done some analysis of the results to the ILOs. Jim had suggested that if we meet standard of peer institutions, then we meet the standard.
- This could be one part of ILO assessment, but it does have some things we need to consider. For example – do we want our benchmark to be with peer institutions?
- Perhaps this can be used as a reference point. Use this information to set goals.
- The students that fill out CCSSE may not be fully representative of our college (questions about how the sample is pulled). Also, the actual number of students filling out the survey is very small for our campus.
- CCIE is the place to develop a plan for ILO assessment, perhaps in conjunction with the Planning Council.
- Last Planning Council meeting it was suggested that we do two ILOs per year for assessment so that we have information on all ILOs by the time we need to review the mission statement again.
- ACTION: Pat will go back to Assessment Task Force and talk about spending time focusing on strengthening linkages and mapping from SLOs → PLOs → and ILOs. This shows ILO assessment. CCIE agrees that strengthening this type of mapping is a priority this year.

Clarification on AsTF role in 5-Year Program Review & Membership – Pat P.

- How much time should Task Force spend on this. Suggestion that chair should delegate out other items to members.
- 5-Year program review cycle is cyclical, so focus work on task force around this.
- Still missing members for some areas. More faculty and staff are needed to balance the group. Pat will send emails with specifics. Marcia and Katy will bring to Admin Team.
Report for Accreditation Task Force - Marcia

- Agenda from last meeting shared.
- A Town Hall will occur probably early next Spring on NEW standards.
- Mid-term report on track to be turned in 10/15.
- Commission will give us feed back on mid-term early next year.
- 2016 Annual Report will begin to work on next.
- We need to start pre-planning on 2018 Self-Evaluation.

ACTION: Invite Jeff S. to next meeting to talk about ILO mapping. Marcia will circulate mapping documents.