



Imperial Valley College
 Campus-Wide Standing Committee
 Self-Evaluation Form



Educational Master Planning Committee
Coordinate development of Educational Master Plan and Program Review Process

2013-2014

11/14/2014

Month	Meeting Date(s)	# of Members Attending	Agendas E-Mailed in Advance?		Minutes Posted On-Line?		Please List the Major Issues/Tasks Addressed at Each Meeting
			Yes	No	Yes	No	
October	10/18/13	17	X		X		Program Review: Data Repository in SPOL & Deadline; Response to Recommendation #1: Linkages of Goals, Assessment of Institutional Effectiveness, & Planning Calendar; Program Review Handbook; Resource Committees; CTE Program Review; & Meeting Schedule.
October	10/25/13	10	X		X		SPOL On-Line Meeting and Follow-Up to SPOL On-Line Meeting.
November	11/08/13	11	X		X		Planning Calendars; Program Review: Template; Handbook; Training, and Deadling; Committee Self-Evaluation Form; & Other: Information Competency issues raised by ACCJC in Recommendation 1 Addressed by the Learning Services Committee.
November	11/22/13	14	X		X		Approval of Minutes: 10/18/13, 10/25/13, & 11/08/13; Discussion: Assessment of Institutional Effectiveness, Review of Resource Committees and Functions, Program Review Template, and Timeline; Action: Committee Self-Evaluation Form, Program Review Handbook, and Academic Program Review Template and Service Area Program Review Template; & Other: Due Date Questions for SLO's and SAO's.
December	12/06/13	18	X		X		Approval of Minutes: 11/22/13; Assessment of Institutional Effectiveness; Meeting Schedule; & Other: Glitch on date in report to be resent with new data.
January	01/17/14	11	X		X		Approval of Minutes: 12/06/13; Assessment of Institutional Effectiveness; Program Review; Revised Academic Program Review Template; & Meeting Schedule.

February	02/21/14	11	X		X		Approval of Minutes: 01/14/14; Student Equity Plan; Revised Planning Model; Program Review Update; & Timeline.
April	04/04/14	11	X		X		Approval of Minutes: 02/21/14; Program Review Completion Update; Resource Committees; & Special Report.
May	05/02/14	12	X		X		Approval of Minutes: 04/14/14; April 14, 2014 Site Visit: Recommendation #1; Degree and Certificate Program Review Form; Resource Committees Update; Evaluation of Program Review Process; & Review of Goals and Objectives.
May	05/16/14	13	X		X		Program Review Process Evaluation; Review of Goals and Objectives; Resource Committees Update; & Integrated Planning and Prioritization Model.
Average Attendance		13					
Major Committee Accomplishments & Achievements in Past Year		<ul style="list-style-type: none"> • Developed Program Review Templates • Developed Program Review Handbook • Developed Evaluation of Institutional Effectiveness Template • Reviewed & Revised Strategic Plan • Combined Strategic and Educational Master Plan 					
Major Obstacles/Problems with Committee Function		<ul style="list-style-type: none"> • Membership - CART/EMPC • Lack of Participation from Both Committees • • 					
Recommendations for Improving Committee Process/Efficiency		<ul style="list-style-type: none"> • Coordinate membership with CART Committee. • Add At-Large Faculty Member. • Work On Campus Committees • Evaluate Meeting Dates & Times as to Not Conflict With Faculty 					
Review of Goals from Previous Year		<ul style="list-style-type: none"> N/A • [Institutional Goal #] • [Goal #2] • [Institutional Goal #] • [Goal #3] • [Institutional Goal #] • [Etc] • [Institutional Goal #] 					

Committee Goals (If Appropriate) for Coming Year	<ul style="list-style-type: none"> • Goal #1: Develop Committee Mission • Institutional Goal #1
	<ul style="list-style-type: none"> • Goal #2: Formalize Committee Status - EMPC as a Standing Committee • Institutional Goal #1
	<ul style="list-style-type: none"> • Goal #3: Involvement in the development of the College's Mission, Values, & Vision. • Institutional Goal #1

Chair/Co-Chair Signature: _____

Chair/Co-Chair Name: Ted Ceasar, Dean of Counseling

Chair/Co-Chair Signature: _____

Chair/Co-Chair Name: Efrain Silva, Dean of Economic & Workforce Development

INSTITUTIONAL GOALS

Goal One (*Institutional Mission and Effectiveness*): The College will maintain programs and services that focus on the mission of the college supported by data-driven assessments to measure student learning and student success.

Goal Two (*Student Learning Programs and Services*): The College will maintain programs and services which support students success and the attainment of student educational goals.

Goal Three (*Resources*): The College will develop and manage human, technological, physical, and financial resources to effectively support the college mission and the campus learning environment.

Goal Four (*Leadership and Governance*): The Board of Trustees and the Superintendent/President will each establish policies that assure the quality, integrity, and effectiveness of student learning programs and services, and the financial stability of the institution.

MISSION

The mission of Imperial Valley College is to foster excellence in education that challenges students of every background to develop their intellect, character, and abilities; to assist students in achieving their educational and career goals; and to be responsive to the greater community.



Imperial Valley College
 Campus-Wide Standing Committee
 Self-Evaluation Form



Strategic Educational Master Plan Committee
Coordinate development of Educational Master Plan and Program Review Process

2014-2015

10/16/2015

Month	Meeting Date(s)	# of Members Attending	Agendas E-Mailed in Advance?		Minutes Posted On-Line?		Please List the Major Issues/Tasks Addressed at Each Meeting
			Yes	No	Yes	No	
August	08/13/14	15	X		X		Review: Evaluation of Institutional Effectiveness & Budget Requests for 2013-2014; Action Items: Recommendation to the Board - 2013-2014 EMP progress report including the evaluation of Institutional Effectiveness & Budget Requisition; Institutional Goals be re-affirmed for 2014-2015; Adoption of the revised APR & SAPR templates for 2014-2015 for SPOL alignment; College provide training & professional development on SMART goals; Accept the budget report from the President's Cabinet & inform stakeholders of individual requests; Recommendation that the College's Mission Statement be evaluated; Discussed: EMPC 2014-2015 Meeting Dates.
September	09/26/14	13	X		X		Approved: Minutes: 05/02/14, 05/16/14, & 08/13/14; Reported & Discussed: Program Review Update; Recommendation 1 Response; EMPC Self Evaluation; Mission, Vision, Values Statement; & Meeting Schedule.
October	10/10/14	13	X		X		Approved: Minutes: 09/26/14; Reported & Discussed: Program Review Update; EMPC Self Evaluation; EMPC Mission Statement; Program Review Frequency; & Program Review for Service Areas.
October	10/31/14	16	X		X		Approved: Minutes: 10/10/14; Reported & Discussed: Program Review Update; EMPC Self-Evaluation; EMPC By-Laws; Visioning Notes Summary; & Recommendation 1 Response; Other: Departments Using Survey Monkey.

November	11/14/14	13	X		X		Approved: Minutes: 10/31/14; Reported & Discussed: Program Review; ACCJC Recommendation 1 Response; Action Items: EMPC Self Evaluation Form; & EMPC Bylaws; Other: Program Review Process; EMPC December 5th Meeting; & SPOL Reports.
December	12/05/14	14	X		X		Approved: Minutes: 11/14/14; Reported & Discussed: Program Review Update; ACCJC Response; Visioning/Strategic Plan; & Mid-Year Progress Report; Action Item: EMPC Bylaws.
March	03/06/15	18	X		X		Approved: Minutes: 12/05/14; Reported & Discussed: Institutional Effectiveness Workshop; Evaluation of Program Review Process; Mid-Year Assessment of Objectives; & Strategic Educational Master Plan.
March	03/27/15	13	X		X		Approved: Minutes: 03/06/15; Reported & Discussed: Institutional Effectiveness Workshop; SPOL Mid-Year Program Report; Evaluation of Program Review Process; & Strategic Plan Development.
May	05/15/15	14	X		X		Approved: Minutes: 03/27/15; Reported & Discussed: Institutional Effectiveness Partnership Initiative; High School Seniors Perception Survey; Community Perception Survey; Other: Mission, Vision, & Values.
June	06/15/15	10	X		X		Approved: Minutes: 05/15/15; Reported & Discussed: Mission, Vision, & Values; Community Survey; & Assessment of Institutional Effectiveness.
Average Attendance		14					
Major Committee Accomplishments & Achievements in Past Year			<ul style="list-style-type: none"> • Completed EMP Progress Report with Evaluation of Institutional Effectiveness • Coordinated Institutional Effectiveness Partnership Initiative Response • Developed SEMPC Bylaws with New Membership Structure • Reviewed & Summarized Visioning Process Responses • Assisted in Review and Implementation of Community Perception Survey 				
Major Obstacles/Problems with Committee Function			<ul style="list-style-type: none"> • Consistency of Membership • • • 				
Recommendations for Improving Committee Process/Efficiency			<ul style="list-style-type: none"> • Improve Consistency of Membership • Establish Consistent Meeting Dates and Times • • 				

Review of Goals from Previous Year	• Goal #1: Develop Committee Mission
	• Institutional Goal #1: Not Met
	• Goal #2: Formalize Committee Status - EMPC as a Standing Committee
	• Institutional Goal #1: Met
	• Goal #3: Involvement in the development of the College's Mission, Values, & Vision
	• Institutional Goal #1: Met
	• [Etc]
	• [Institutional Goal #]

Committee Goals (If Appropriate) for Coming Year	• Goal #1: Develop Committee Mission
	• Institutional Goal #1
	• Goal #2: Complete Strategic Educational Master Plan
	• Institutional Goal #1
	• Goal #3: Coordinate Review of SPOL
	• Institutional Goal #1

Chair/Co-Chair Signature: 

Chair/Co-Chair Name: Ted Ceasar, Dean of Counseling

Chair/Co-Chair Signature: 

Chair/Co-Chair Name: Efrain Silva, Dean of Economic & Workforce Development

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