

## Institutional Effectiveness Committee

**Chair Eligibility** – Co-Chairs: Any Faculty Member & any Administrator as designated by the College President

**Chair Election** – Recommendation, Faculty co-Chair elected by Committee

**Chair Term** – Three Years

**Committee Membership\***

Administrators (5)	Classified Staff (6)	Faculty (8)	Students (1)
VPI	Outreach Coord.	Student Services Rep. (1)	Representative
VPSS	Instructional Svcs. Rep. (1)	School of Bus, Math, Science (1)	
VPA	Admin. Svcs. Rep (1)	School of Liberal Arts (1)	
Representative	Facil. Svcs. Rep. (1)	School of Public Safety (1)	
Representative	PIO	School of TCWI (1)	
	Representative	School of Library (1)	
		Senate Rep's (2)	

**Steering committee:** Administrative, Instructional, and Student Services Program Review/SLOAC subcommittee co-chairs; Research subcommittee chair; Budget & Resource Development subcommittee chair; faculty and administrative co-chairs of Institutional Effectiveness Committee

\*Committee membership for administration is designated by position held and shall include the Vice Presidents of Administrative Services, Instruction, and Student Services, plus two administrative designees (to include Program Review/SLOAC subcommittee co-chairs if they are not already represented by the three VP's). Faculty representation shall include at least one person from the Student Services division, one from each of the five Schools, plus two Academic Senate designees (to include the faculty Program Review/SLOAC subcommittee co-chairs from Instruction and Student Services). Classified Senate representation shall include the Outreach Coordinator, one person from Instructional Services, one from Administrative Services, one from Facilities Services & the PIO, plus a Classified Senate designee. Student membership will be an Associated Student designee.

### **Committee Goals:**

To develop, coordinate, direct and evaluate the college wide planning process and ensure alignment with the ACCJC accreditation standards and compliance with Title 5 regulations and Education Codes.

### **Committee Procedures and Calendar:**

The Institutional Effectiveness Committee will:

1. Establish and update the master-planning calendar and work flow diagram (to be documented in the College-Wide Master Plan).
2. Coordinate and evaluate the master-planning process including all planning and standards development done by college governance committees.
3. Review the College Strategic Plan and the College-Wide Master Plan annually and recommend revisions and updates.
4. Review and forward all program/service area review and college-wide planning documentation and recommendations to Administration, Academic Senate, Classified Senate, and Associated Students for adoption by constituents at CEC.

Committee will meet no less than twice per semester. The steering committee will meet additionally as needed.

### **Standing Sub-Committees:**

Budget & Resource Development

Research

**Link to Agendas and Minutes:** <http://www.sdmiramar.edu/cmte/cmteTemplate.asp?cmte=INEF>

Note: All recommendations from this committee will be based on college-wide priorities, as defined in the College Wide Master Plan (CWMP). Please refer to appendix III