



**Rogue Community College**  
**INSTITUTIONAL PLANNING AND EFFECTIVENESS COUNCIL (IPEC)**  
**APRIL 8, 2008; 2 - 4 p.m. (RWC, H-2 )**  
**MEETING MINUTES**

Attendance: Chelsea Kelsey, Marie Mueller, Mary O’Kief, Galyn Carlile, Curtis Sommerfeld, John Lopez, Kori Bieber and Denise Swafford. Absent: Cheryl Markwell, Mark Bony, Chip Phillips.  
Guests: Strategic Planning Synthesis Team Representatives: Kay Logterman and Randi Jiron.

AGENDA ITEM	NOTES
1. Check-in/Review Agenda (Curt)	
2. Timeline for Assessment of Department Objectives (Mary/Marie)	Curt will send AllofRcc email indicating assessment of 2006-07 objectives are due and suggest departments schedule this activity at spring inservice meetings, if possible. Otherwise, completion due date will be 5/9. Curt or Mary will email weekly reminders. (True deadline is end of Spring term.)
3. Strategic Planning Team Results (Curt/Mary) A. Inservice Report/Handouts	Mary, Kay and Randi shared strategic planning team results and reviewed each goal with IPEC, including questions regarding measurability and achievability. Mary O’Kief took detailed notes and will incorporate suggested revisions. Discussions to be continued at 4/22 meeting. Main categories for goals are Leadership, Accessibility, Community Partnerships, Maximizing Student Services, Institutional Research, and Marketing.  Report and handouts for spring inservice have yet to be determined.
4. Inservice Update (Denise)	Unexpected numbers of employees have indicated they will attend spring inservice on May 2. May have to work on overflow space or change venue.
5. CCSSE Update (Curt)	Work is complete and results due in July. There was at least one student complaint. And Curt indicated several students were exposed to the survey instrument more than once.
6. Fall 2008 Interim Report (Galyn/Denise)	Assignments for fall report were reviewed briefly (handout). Fall report is due October 17, 2008. There will not be a site visit to review these responses. Facilities Master plan should be shaping up between now and then.
7. Other/Meeting Scheduled (See Reverse) A. Spring Newsletter (Draft) (Denise)	Meeting schedule provided – all meetings will be at RWC, H2, 2:30-4. Next meeting, 4/22, 2:30-4 p.m., RWC H2  Denise will draft spring newsletter after Dr. Bonaudi’s visit.  Curt will discuss strategic plan, switchboard and focused interim report at 4/14/08 E-Council meeting.