



**Rogue Community College**  
**INSTITUTIONAL PLANNING AND EFFECTIVENESS COUNCIL (IPEC)**  
**MAY 27, 2008; 2:30- 4 p.m. (RWC, H-2 )**  
**MEETING MINUTES**

Attendance: Cheryl Markwell, Kori Bieber, Marie Mueller, Mary O’Kief, Curtis Sommerfeld and Denise Swafford. Absent: Galyn Carlile, Chelsea Kelsey, Mark Bony, and Chip Phillips.

<b>AGENDA ITEM</b>	<b>NOTES</b>
1. Check-in/Review Agenda	No items added to agenda.
2. Update on Assessment of Department Objectives	<p>Curt provided handout: List of objectives yet to be assessed. Assignments for completing assessments were made (see attached).</p> <p>An all-day retreat for overall assessment was scheduled for August 7, RWC, H2. Potluck or other catering will be arranged. Curt will provide details at future date.</p> <p>Marie indicated that Larry Mullaly would be willing to assist in this process if needed.</p>
3. Strategic Planning Team Results	<p>Handouts: “Balanced Scorecard Report-The Strategy Execution Source, and Exercises 7 and 9 of Strategic Plan – determining goals, objectives, performance measures, action planning, communication, monitoring plans.” <u>IPEC was asked to review these documents and be prepared to discuss at June meeting.</u> [Copies to be provided to absent council members via interoffice mail.]</p> <p>Board of Ed meets on June 2 to discuss strategic planning. If all goes well, the plan will be approved and adopted at the Board’s regular June meeting. E-Council will need to assign responsibilities for each strategic issue at July meeting. It was suggested that an orientation meeting be scheduled for those assigned.</p> <p>Implementation is key in this process. Mary and Curt will meet with Peter to discuss.</p> <p>Re Research and Data (Goal D) Marie provided handout: “Stir Up Your BI Initiative.” (BI=Business Intelligence).</p>
3. Accreditation Update (Fall 2008 Interim Report)	<p>Handout: Proposed “Timeline for Accreditation.” Report due to NWCCU re Recommendations 4-6 on October 17. Final draft must be completed/mailed on or before Sept. 17. Denise and Marie met w/Lynda Kettler re Recommendation 4 this morning. The 2 would also like to meet with chairs/liaisons for Recommendations 5 and 6 by June 13. Curt will arrange meetings via Jeannie B.</p>
4. Other A. Inservice Update	<p>95 of approx. 300 attendees responded to post-inservice survey with an overall response of good: Choices were <i>Excellent, Good, Fair, Poor</i>. Denise will provide specific info to workshop providers, and other staff involved. Current plans for fall inservice or ½ day in Medford at Red Lion with Donna Beegle, keynote. Curt thought mileage reimbursement would be an issue and Kori thought ½ day would not be productive. This will be discussed further with E-team.</p> <p>Next Meeting: June 24, 2:30-4, RWC, H2</p>

