

Los Angeles County College of Nursing and Allied Health

INSTITUTIONAL EFFECTIVENESS COMMITTEE MEETING

January 14, 2016

PRESENT	Herminia Honda, Chair J. Anderson (Recorder) M. Caballero F. Cervantes-Chisholm B. Davis	M. Francone V. Kieng G. Meza L. Vigil M. Webster	Guests: B. Collier	Excused/ Absent: D. DeHart M. Hollinger M. Nazarey
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Agenda Item	Discussion	Action	Follow-up
MINUTES APPROVAL	Minutes of December 3, 2015 – pending next meeting	Information	None
MINUTES FOLLOW-UP	<ol style="list-style-type: none"> Minutes of November 5, 2015 – have been posted NCLEX pass rates report follow-up – Pending additional information from L. Myers. Chart updated to separate rows for # of fail and # of not attempted. 2014-2015 College OER reports – posted DEM 2014-2015 SLO report - posted 	<ol style="list-style-type: none"> Information Follow-up with L. Myers Information Information 	<ol style="list-style-type: none"> None H. Honda None None
ANNOUNCEMENTS	<ol style="list-style-type: none"> Computer software update – Faculty can use Google Chrome to access internet websites. Help Desk – LAC+USC IT is providing walk-in computer assistance help desk in the D and T building. The help desk can assist with mobile devices, corrupt files and flash drives, and personal computers. The College will check if the help desk is open to assisting students. Hand Hygiene – Students need compliance class and sign a compliance form. F. Chisholm-Cervantes will follow on the form with M. Chacon on correct form. A hand washing training video is posted on the intranet. ATI – ATI will be launching a new TEAS VI exam in August. 	<ol style="list-style-type: none"> Information Information Information Information 	<ol style="list-style-type: none"> None None None None
OUTCOMES EVALUATION REPORT (OER)	<p><u>V.I SON Curriculum Plan</u> – Discussed in the SON Annual Program Review</p> <p><u>V.H. SON Student Demographics</u> – Discussed in OES Program Review</p> <p><u>I.G. Program Enrollment</u> – Discussed in OES Program Review</p> <p><u>I.D. Employee Turnover Rate</u> – B. Collier reported that Employee Turnover Rate met threshold of less than 10%. The average employee retention is 11.01 years and that the annual off service rate remains at 6% for the last 15 years. The turnover rate for 2014 – 2015 was 4%. The Committee reviewed and discussed the report findings.</p> <p><u>I.E. Employee Exit Interview</u> - B. Collier reported that the overall results from the Employee Exit Interview survey were, 3.37, which is below threshold. The Committee discussed the survey results and reviewed the Action Plan.</p>	<p>Information</p> <p>Information</p> <p>Information</p> <p>Information</p> <p>Implement action plan</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>B. Collier</p>

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REPORTING SCHEDULE	SLO Reports <u>OES SLO</u> – Included in the 2014 – 2015 OES Annual Program Review <u>SON SLO</u> – Included in the 2014 – 2015 SON Annual Program Review	Information Information	None None
NEXT MEETING	Date: February 4, 2016 Time: 07:30-09:30 Place: Tower Hall, Room 105 Recorder: D. DeHart		

Approved by: Herminia Honda
 Chair, IE Committee
 (Signature on file)

Prepared by: Jeffrey Anderson
 (Signature on file)