

College Effectiveness Committee

Monday, May 16, 2011/ 2:30 p.m.
 CCC ITV 504 and Vernon ITV 423

- Call meeting to order
- Welcome and review of committee attendance

Vernon College Position	Member	Present	Not Present
Director of Institutional Effectiveness	Betsy Harkey, Chair		
Dean of Administrative Services	Garry David		
Dean of Admissions and Financial Aid/Registrar	Joe Hite		
Dean of Instructional Services	Dr. Gary Don Harkey		
Dean of Student Services/Athletic Director	John Hardin III		
Assistant to Dean of Instructional Services	Sharon Winn		
Associate Dean, Career and Technical Education	Shana Munson		
Associate Dean of Student Services	Kristin Harris		
Division Chair - Communications, English Instructor	Joe Johnston		
Division Chair - Behavioral and Social Sciences, Government Instructor	Greg Fowler		
Division Chair- Information and Industrial Technology, Industrial Automation Instructor	Mark Holcomb		
Division Chair- Math and Science, Math Instructor	Dr. Karen Gragg		
Director of Continuing Education	Michelle Wood		
Director of Financial Aid	Melissa Elliott		
Director of Human Resources	Haven David		
Director of Institutional Advancement Executive Director, Vernon College Foundation	Michelle Alexander		
Director of Institutional Technology	Jim Binion		
Director of Library Services	Marian Grona		
Director of Special Services	Deana Lehman		
Director of Quality Enhancement	Criquet Lehman		
Instructor/ Instructional Design and Technology Coordinator	Roxie Hill		
Counselor	Clara Garza		
Faculty Senate Representative	Michael Ruhl		

Faculty Senate Representative	Darlene Kajs		
Student Forum Representative	Jackie Polk / Shamika Smith		
Student Government Representative	Sjohnton Fanner/ Taylor Steward		
Classified Staff	Sandy Odell		
Classified Staff	Rosa Alaniz		
President	Dr. Dusty Johnston		

- Approval of April 18, 2011 minutes (Exhibit A, Action Item)
- Student Learning Measures Update: Dr. Gary Don Harkey
- Director of Institutional Effectiveness Update:

2011-2012 Annual Action Plans:

Technology Plan recommendations update– (Exhibit B) approved with two rejections and one person did not vote; comments included:

*“I’m not convinced that we need to be updating all those computer and printers.”

*“It just doesn’t make any sense to replace equipment which really is only needed for data entry just because there is something out there that is newer. I think we need to get away from thinking that we have to update everything just because someone down the hall got something new.”

*“I have had a problem this year with getting help from IT. I use a computer that is crucial to the operation of the program. Can I be assured that the renewal will be done on time and will I be notified of when it is renewed?”

Annual Action Plan Summary to Board of Trustees on May 18, 2011 (Exhibit C)

Annual Planning Calendar review and approval (Exhibit D, Action Item)

POISE

Key Performance Indicators of Accountability calendar review and benchmark discussion (Exhibit E)

- Review working timeline accomplishments for April

April	Achieved Not Achieved In Progress
Other Target Dates Institutional Advancement: 1. Catalog submitted to the printer by April 30	Achieved

2. Scholarship Banquet	Achieved
3. Scholarship Committee meeting (or late March)	Achieved
4. Scholarship Offers sent by early May	In Progress
5. Departmental Program Brochure review	In Progress

- Assessment Activity - Report Communication and Change Presentations for April (Blackboard – refer to Assessment and Report Calendar folders)

April						
	Dental Assisting Testing	Continuing Education	Michelle Wood	Licensure Rate	May	Report
	Athletic Scholarship Report	Athletics	Dean of Student Services		May	Report
	Housing Inventory Report	Housing	Director of Housing		May	Report
	THECB State Budgets (VC Student FA Budgets)	Financial Aid	Melissa Elliott		May	Report
	National Student Clearinghouse Transmission (15 th)	Admissions and Records	Lana Carter		May	Report
	IPEDS Graduation Rates	Admissions and Records	Sarah Davenport/Joe Hite		May	Report
	IPEDS Student Financial Aid	Financial Aid	Melissa Elliott/Joe Hite		May	Report
	IPEDS Fall Enrollment	Admissions and Records	Joe Hite		May	Report
	IPEDS Finance	Business Office/ Admissions, Records and Financial Aid	Dean of Administrative Services/Joe Hite		May	Report
Higher Education Regional Council Report	Instructional Services	Gary Don Harkey/ Shana Munson		May	Report	
September						
	Program/Discipline Evaluation	Instructional Services	Shana Munson	Program Revisions/ Viability	May	AA

Also: New Beginnings Advisory Board Evaluation - Fall, Deana Lehman, Assessment Activity
Addition to Calendar – Protective Services, TCLEOSE Self Assessment Mike Hopper

- Set summer meeting dates – June 20 and July 25, 2011
- Adjournment