

## College Effectiveness Committee

Draft Minutes

February 28, 2014 / 9:00 a.m.

Vernon 204 and CCC 712

- Call meeting to order
- Welcome and review of committee attendance
  - College Effectiveness Committee members:

<b>Vernon College Position</b>	<b>Member</b>	<b>Present</b>	<b>Not Present</b>
Director of Institutional Effectiveness	Betsy Harkey, Chair	<b>X</b>	
Dean of Administrative Services	Garry David	<b>X</b>	
Dean of Admissions and Financial Aid/Registrar	Joe Hite	<b>X</b>	
Dean of Instructional Services	Dr. Gary Don Harkey	<b>X</b>	
Dean of Student Services/Athletic Director	John Hardin III	<b>X</b>	
Assistant to Dean of Instructional Services	Sharon Winn	RETIRED	
Associate Dean of Instructional Services	Shana Munson	<b>X</b>	
Associate Dean of Student Services	Kristin Harris	<b>X</b>	
Division Chair - Communications, English Instructor	Joe Johnston	<b>X</b>	
Division Chair - Behavioral and Social Sciences, Government Instructor	Greg Fowler	<b>X</b>	
Division Chair- Information Technology, Industrial Automation Instructor	Mark Holcomb	<b>X</b>	
Division Chair- Math and Science, Math Instructor	Dr. Karen Gragg		<b>X</b>
Director of Continuing Education	Michelle Wood		X
Director of Financial Aid	Melissa Elliott	<b>X</b>	
Director of Human Resources	Haven David	<b>X</b>	
Director of Institutional Advancement Executive Director, Vernon College Foundation	Michelle Alexander	<b>X</b>	
Institutional Support Specialist	Jim Binion		<b>X</b>
Director of Library Services	Marian Grona	<b>X</b>	

Director of Special Services	Deana Lehman	X	
Director of Quality Enhancement	Criquett Lehman	X	
Instructor/ Instructional Design and Technology Coordinator	Roxie Hill		X
Counselor	Clara Garza	X	
Faculty Senate Representative	Dr. Donnie Kirk		X
Faculty Senate Representative	Darlene Kajs		X
Student Forum Representative	Jackie Polk / Raymond Stacey, Catherine Fells and Chris Wilton		X
Student Government Representative	Sjohonton Fanner/ Brittany Land and Samantha Hartsfield		X
Classified Staff	Sandy O'Dell		X
Classified Staff	Rosa Alaniz		X
President	Dr. Dusty Johnston	X	

- Approval of November 22, 2013 minutes (Exhibit A, Action Item) - Dr. Gary Don Harkey made the motion to approve the November 22, 2013 minutes, John Hardin III seconded, the motion passed.
- Student Learning Measures Update: Dr. Gary Don Harkey – Dr. Harkey announced that he had just received word that the core curriculum assessment plan was approved by the THECB.
- Director of Institutional Effectiveness Update:
  - SACS COC Fifth Year Interim Report – Committee starts meeting weekly on Monday, March 3
  - Student Success by the Numbers –
    - o Waiting on Dr. Canales final report
    - o SSBTN Committee primary agenda item for next meeting will be to review Key Performance Indicators of Accountability and Benchmarks
  - Data update
    - o Data frozen and available for Fall 2013 terms as well as Spring and Spring I

- Planning Calendar
  - Review and approve committee reports of Annual Action Plans
    - Facilities (Exhibit B, Action Item) – Shana Munson made the motion to approve, Haven David seconded, the motion passed.
    - Personnel (Exhibit C, Action Item) – following discussion to correct the date to Positions for 2014-2015, Haven David made the motion to approve, Joe Hite seconded, the motion passed.
    - Technology (Exhibit D, Action Item) – Shana Munson made the motion to approve, Marian Grona seconded, the motion passed.
    - Institutional Improvement (Exhibit E, Action Item) – Criquett Lehman made the motion to approve, Darlene Kajs seconded, the motion passed.
- Discuss review of Institutional Effectiveness Plans for 2014-2015 – Betsy will provide an example of an Institutional Effectiveness Audit Form at the March meeting for each college component to use for conducting a self-assessment for their plans.
- Next meeting: March 28
- Adjournment – the meeting was adjourned at 9:25 a.m.