

## College Effectiveness Committee

Approved Minutes

January 30, 2015/10:00 a.m.

Vernon 204 and CCC 712

- Welcome – The meeting was called to order at 10:05 a.m. by Betsy Harkey, Chair.
- Review of committee membership and voting participation for this meeting
  - 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>	
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 Admissions and Records	Amanda Raines	<b>X</b>	
Director of Continuing Education	Christina Feldman	<b>X</b>	
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 PASS Department/ Coordinator of Office for Students with Disabilities	Deana Lehman	<b>X</b>	
Director of Quality Enhancement	Criquett Lehman	<b>X</b>	
Faculty/ Instructional Design and Technology Coordinator	Roxie Hill	<b>X</b>	
Counselor	Clara Garza		<b>X</b>

Faculty Senate Representative	Dr. Donnie Kirk	X	
Faculty Senate Representative	Dr. Adrien Ivan	X	
Faculty SACSCOC Representative	Bettye Hutchins	X	
Student Forum Representative	Jackie Polk /		X
Student Government Representative	Sjohonton Fanner/	X	
Classified Staff	Sandy O'Dell		X
Classified Staff	Rosa Alaniz	X	
President	Dr. Dusty Johnston	X	

- Review of November 2014 Electronic Committee Agenda (Exhibit A)
- Approval of October 11, 2014 minutes (Exhibit B, Action Item) - Motion by Garry David, second by Joe Hite, the motion passed.
- Student Learning Measures Update: Dr. Gary Don Harkey – Dr. Harkey reported that 92 artifacts from Fall 2014 covering signature assignments were collected and assessed. He discussed the rubric average, goals and the methodology review.
- Director of Institutional Effectiveness Update:
  - SACSCOC Fifth-Year Interim Report review of response letter (Exhibit C)  
Congratulatory to all for a job well done!  
Timeline for response has been emailed to the subject matter experts.
  - Student Success by the Numbers Committee - next meeting February 6
- Dr. Johnston comments – Dr. Johnston shared that he considers the results of the 5<sup>th</sup> year report as an extreme home run. The CE Committee will provide oversight for the SACSCOC 10 year report due to the wide array of subject matter experts needed. He discussed enrollment as well as the Vernon Campus Enrollment Taskforce. Dr. Johnston also encouraged that ideas toward continuous communication improvement be sent to him.
- Planning Calendar
  - 2015-2016 Annual Action Plan – Final drafts are to be posted in shared drive by February 2, 2015;  
Facilities, Institutional Improvement, Personnel and Technology Plans will be available for committee review by February 12<sup>th</sup>.  
Committee reports due to Betsy prior to February 27 to allow time to post in Blackboard for the February 27 College Effectiveness Committee meeting.

- Working Timeline Progress of Activities Review 2014-2015 will continue with February meeting.
- Meeting schedule: February 27, March 27, May 1 (electronic)
- Adjournment - The meeting was adjourned at 10:40 a.m.