

## College Effectiveness Committee

Agenda

May 31, 2016

2:00 p.m.

Vernon 204 and CCC 712

- Welcome
- Review of committee membership (41):

<b>Vernon College Position</b>	<b>Member</b>	<b>Present</b>	<b>Not Present</b>
Director of Institutional Effectiveness and SACSCOC Liaison	Betsy Harkey, Chair		
Dean of Administrative Services	Garry David		
Dean of Admissions and Financial Aid/Registrar	Joe Hite		
Dean of Instructional Services and SACSCOC Leadership Team	Dr. Gary Don Harkey		
Dean of Student Services	Jim Nordone		
Associate Dean of Instructional Services	Shana Drury		
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 Technology, Industrial Automation Instructor	Mark Holcomb		
Division Chair- Math and Science, Math Instructor	Dr. Karen Gragg		
Director of Admissions and Records	Amanda Raines		
Director of Continuing Education	Christina Feldman		
Director of Financial Aid	Melissa Elliott		
Director of Human Resources	Haven David		
Director of Institutional Advancement Executive Director, Vernon College Foundation	Michelle Alexander		
Advancement Specialist - Recruiting	LeAnn Scharbrough		
Institutional Support Specialist	Jim Binion		
Director of Library Services	Marian Grona		
Director of PASS Department/ Coordinator of Office for Students with Disabilities	Deana Lehman		
Director of Quality Enhancement and SACSCOC Leadership Team	Criquett Lehman		

Early College Start Coordinator	Melissa Moore		
Instructional Design and Technology Coordinator, Faculty	Roxie Hill		
Student Information Software Coordinator	Ivy Harris		
Counselor	Clara Garza		
Faculty, Speech Instructor	Dr. Donnie Kirk		
Faculty Senate Representative, History Instructor	Jason Scheller		
Faculty, English Instructor	Misti Brock		
Faculty, Math Instructor	Dr. Brad Beauchamp		
Faculty Senate Representative, SACSCOC Leadership Team and History Instructor	Bettye Hutchins		
Business Office Manager	Mindi Flynn		
Student Billing Accountant	Christie Lehman		
Student Forum Representative	Jackie Polk /		
Student Government Representative	Shealeigh Jones/		
Administrative Assistant/Associate Dean of Instructional Services	Judy Ditmore		
Administrative Assistant/Human Resources – Physical Plant	Toni Bell		
Administrative Assistant/Instructional Services	Linda Haney		
Administrative Secretary to the President	Mary King		
Employees Forum Representative			
Employees Forum Representative	Rosa Alaniz		
President, Athletics Representative and SACSCOC Leadership Team	Dr. Dusty Johnston		

- Approval of April 1, 2016 minutes (Exhibit A, Action Item)
- Student Learning Measures Update: Dr. Bradley Beauchamp and Dr. Gary Don Harkey
- Director of Institutional Effectiveness Update:
  - POISE data sorts for applied and enrolled, Summer terms and Fall, Fall I 2016, emailed periodically to the Data Group along with comparisons to 2015
  - Adding Title III measures to related KPIAs
  - Certified THECB Licensure Report on May 3, 2016. Updated KPIA for Licensure and Certification is posted on Vernon College website.
  - In process of setting up committees in Canvas

- SACSCOC:
  - Review of Compliance Certification Report Responsibility matrix, Deadlines and Due Dates (Exhibit B)
  - Review of SACSCOC Compliance Certification (10 Year folder) shared drive (L :)
    - ✓ Folder created for each criteria and includes a narrative checklist from Resource Manual if appropriate. Always double check with Principles of Accreditation and Resource Manual along with other resources you find appropriate.
    - ✓ Shared drive document uploading instructions (Exhibit C)
  - Compliance Assist <https://vernoncollege.compliance-assist.com/accreditation/>
  - Discussion of Compliance Certification process to be followed by Vernon College
  - QEP Update – Criquett Lehman
  - SACSCOC Annual Meeting and Orientation for Class of 2019 in Atlanta, December 2016. Participating will be Dr. Johnston, Dr. Harkey, Garry David, Jim Nordone, Criquett Lehman, Bettye Hutchins and Betsy Harkey
- Title III Update – Jim Nordone and Ivy Harris
- Planning Calendar
  - May
    - Board of Trustees:
      - Election of members; election of officers; review and approve and Summer continuing Education and Kids College schedule; TASB policy update discussion
      - Review and approve 2016-2017 Annual Action Plan; Review and approve 2016-2017 Institutional Effectiveness plans postponed to August; Review and approve General Catalog, postponed to June; Review and discuss second draft of budget
    - Institutional Effectiveness Plans – develop plans for 2016-2017 and due to Betsy by Wednesday, July 20, 2016.
- Working Timeline for 2015-2016 Annual Action Plan - March, April and May (Exhibit D)
- Meeting schedule: June 28 and July 26
- Adjournment