

COLLEGE EFFECTIVENESS COMMITTEE

Purpose:

To monitor and to ensure completion of the Annual Action Plan, the Long Range Strategic Plan, Assessment of Student Learning, and Assessment of Institutional Effectiveness. The primary responsibilities for these functions are assigned as follows:

- The President's Administrative Council led by the Director of Institutional Effectiveness is charged with:
 - o Development and completion of the Annual Action Plan and Long Range Strategic Plan.
 - o Defining, developing, and implementing systematic processes that ensure institutional effectiveness is consistent with college expectations, state expectations and all accrediting bodies' requirements.
- The Academic Council led by the Dean of Instructional Services is charged with:
 - o Development of processes and procedures which ensure student learning measures are consistent with College expectations, state expectation and all accrediting bodies' requirements.
 - o Follow-up and documentation of measures of student learning to ensure the instructional programs are effective and that student learning is taking place.
 - o Implementation of the approved assessment calendar.

Responsibilities:

1. Monitor, review, and suggest enhancements for each of the following:
 - a) College planning process.
 - b) Follow-up on actions of the Annual Action Plan and the Long Range Strategic Plan.
 - c) Use of assessment information to drive the planning process.
2. Monitor, review, and suggest enhancements for each of the following:
 - a) Identified measures of student learning.
 - b) Identified measures of institutional effectiveness.
 - c) Follow-up and documentation of measures of student learning and measures of institutional effectiveness
3. Develop, coordinate, and monitor the assessment calendar, planning calendar, reporting calendar, and the budget calendar.
4. Meet a minimum of three times each semester to monitor and review all the above.
5. Submit a mid-year report and an end of year report of committee activities and recommendations to the President's office.

Membership 2015-2016:

Director of Institutional Effectiveness and SACSCOC Liaison (Chair)

Director of PASS Department/Coordinator of Office for Students with Disabilities

Dean of Administrative Services

Director of Quality Enhancement and SACSCOC Leadership Team

Dean of Admissions and Financial Aid/Registrar

Early College Start Coordinator

Dean of Instructional Services and SACSCOC Leadership Team

Instructional Design and Technology Coordinator and Faculty

Dean of Student Services/Athletic Director

Counselor

Faculty Speech Instructor

Associate Dean of Instructional Services

Faculty Senate Representative, History Instructor

Associate Dean of Student Services

Faculty, English Instructor Division Chair – Communications, English Instructor Faculty

Math Instructor Division Chair – Behavioral and Social Sciences, Government Instructor

Faculty Senate Representative, SACSCOC Leadership Team and History Instructor

Division Chair – Information Technology, Industrial Automation Instructor

Business Office Manager

Division Chair – Math and Science, Math Instructor

Student Forum Representative

Director of Admissions and Records

Student Government Representative

Director of Continuing Education

Administrative Assistant/Associate Dean of Instructional Services

Director of Financial Aid

Administrative Assistant/Human Resources – Physical Plant

Director of Human Resources

Administrative Assistant/Instructional Services

Director of Institutional Advancement/Executive Director, Vernon College Foundation

Administrative Secretary to the President

Advancement Specialist - Recruiting

Employees Forum Representative

Institutional Support Specialist

Employees Forum Representative

Director of Library Services

President and SACSCOC Leadership Team