

## College Effectiveness Committee

Agenda

March 31, 2017

9:00 a.m.

Vernon 204 and CCC 712

- Welcome

Review of committee membership. Please check your titles to ensure they are correct.

<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	Paula Whitman		
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		
Recruiting Coordinator	Rachel White		
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 Student Success Pathway	Criquett Lehman		
Early College Start Coordinator	Melissa Moore		
Marketing and Community Relations, Coordinator	Holly Scheller		
Instructional Design and Technology Coordinator, Faculty	Roxie Hill		

Student Information Software Coordinator	Ivy Harris		
Counselor	Clara Garza		
Director of Quality Enhancement, Speech Instructor, and SACSCOC Leadership Team	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 and Student Government Representative (Director of Student Activities and two student representatives)	Shealeigh Jones/2 students		
Administrative Assistant/Associate Dean of Instructional Services	Judy Ditmore		
Administrative Assistant/Human Resources – Physical Plant, Employees Forum Representative	Toni Jones		
Administrative Assistant/Instructional Services	Linda Haney		
Administrative Secretary to the President	Mary King		
Employees Forum Representative	Rosa Alaniz		
President, Athletics Representative and SACSCOC Leadership Team	Dr. Dusty Johnston		

- Approval of January 20, 2017 minutes (Exhibit A, Action Item)
- College Effectiveness Committee utilized their meeting time during the month of February to review and edit 2017-2018 Annual Action Plans and the 2017-2021 Strategic Plan.
- Student Learning Measures Update: Scheduled updates by Dr. Bradley Beauchamp and Dr. Gary Don Harkey will be following assessment and analyses at the end of each semester and summer 11 week term. Additional updates will be included on agendas as needed.
- Director of Institutional Effectiveness Update:
  - Student Success Data Committee met on February 17, 2017. The March meeting is postponed until Key Performance Indicators of Accountability and related Benchmark data is available from the THECB Accountability Report and IPEDs.
  - QEP and Title III updates will be scheduled on the agenda a couple of times a semester and as needed. Updates provided during the February Student Success Data Committee meeting: Quality Enhancement Plan, Dr. Donnie Kirk (Exhibit B)

Title III Student Success Pathway, Criquett Lehman (Exhibit C)

Title III ERP/SIS, Ivy Harris (Exhibit D)

- SACSCOC:

- Updates to the Compliance Certification Report Responsibility Matrix, Deadlines and Due Dates (Exhibit E)
  - Now is the time to diligently review and update as needed policies, processes and procedures.
  - Reminder to follow SACSCOC Compliance Certification shared drive instructions. A copy of the document is in the shared drive.
  - Continue to contact Betsy with shared drive problems.

- Planning Calendar February and March (Exhibit F)

- All tasks completed or schedule for completion except for KPIAs and related Benchmarks which have been postponed.
- Review and approve 2017-2021 Strategic Plan (Exhibit G, Action Item)
- Review and approval of 2017-2018 committee reports and plans:

- Facilities (Exhibits H and I, Action Item)

- Institutional Improvement (Exhibit J, Action Item)

- Personnel (Exhibits K and L, Action Item)

- Technology (Exhibit M and N, Action Item)

- Next meeting schedule April 28, 2017

- Adjournment