

College Effectiveness Committee

Agenda

January 26, 2018

9:00 a.m.

Vernon 204 and CCC 712

- Welcome
- Review of committee attendance and title check

Vernon College Position	Member	Present	Not Present
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 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 and 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		
Counselor	Lindsey David		
Director of Quality Enhancement, Faculty Speech Instructor, and SACSCOC Leadership Team	Dr. Donnie Kirk		
Faculty Senate Representative, History Instructor	Jason Scheller		
Faculty, English Instructor	Misti Brock		
Coordinator of Instructional Assessment, Faculty Math Instructor	Dr. Brad Beauchamp		
Faculty Senate Representative, Biology Instructor	William Robertson		
SACSCOC Leadership Team and History Instructor	Bettye Hutchins		
Coordinator of Tutoring Center	Amber Hunsaker		
Business Office Manager	Mindi Flynn		
Student Billing Accountant	Christie Lehman		
Students	Kelsey Martin Laramie Dunn		
Administrative Assistant/Director of Institutional Effectiveness	Anna Martin		
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 December 1, 2017 minutes (**Exhibit A, Action Item**)
- Director of Institutional Effectiveness Update:
 - Current projects:
 - ✓ Key Performance Indicators of Accountability (KPIAs) and Benchmarks – Refer to FR 4.1, Student Achievement for the most recent updates to KPIAs.
 - ✓ Website updates, including committee information – ongoing project. Do not forget mid-year committee reports.

Reminder – Community College Survey of Student Engagement, Community College Faculty Survey of Student Engagement, and Vernon College Effectiveness Questionnaire along with other assessment results are available to use for 2018-2019 plan development.
- Mapping of Student Success Efforts Update – postponed until February

- Quality Enhancement Plan – Dr. Donnie Kirk
 - Student Learning Outcomes Measures – Dr. Brad Beauchamp
 - Title III, ERP/SIS and Student Success Pathway – Ivy Harris and Criquett Lehman
- SACSCOC
 - Review and discussion of SACSCOC Advisory Visit
 - Roll Call of principles to ensure everyone is on the same page (Exhibit B)
 - Substantive Change Policy Periodic Review – CS 3.12.1 Substantive Change. *The institution notifies the Commission of changes in accordance with the Commission’s substantive change policy, when required, seeks approval prior to the initiation of changes. (See Commission policy “Substantive Change for Accredited Institutions.”)*
 - ✓ Approval of Vernon College Substantive Change Policy (Exhibit C, Action Item)
 - ✓ View CS 3.12.1 in Compliance Assist
 - ✓ View SACSCOC Substantive Change webpage <http://www.sacscoc.org/SubstantiveChange.asp>
- Planning Calendar reminders through March
 - Component Leadership – Development of 2018-2019 Annual Action Plans. Due in shared drive by March 1, 2018. Institutional Effectiveness Plans will be completed at a later date. Note that plans will be available for Facilities, Personnel, Technology, and Institutional Improvement by March 7th so committees can meet and have reports ready for the College Effectiveness Committee meeting on March 31st.
 - College Effectiveness Committee
 - Review and approve 2018-2019 Annual Action Plan at March 23rd meeting.
 - Board of Trustees – Begin budget development process for 2018-2019.
 - Student Success Data Committee – continue to review updated KPIAs.
 - Quality Enhancement Plan development continues.
- Spring meeting schedule – February 23rd, March 23rd and April 20th
 - Adjournment