

## College Effectiveness Committee

Agenda

July 31, 2019

2:00 p.m.

Vernon 204 and CCC 712

- Welcome
- Review of College Effectiveness Committee attendance

<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		
Vice President of Administrative Services	Garry David		
Vice President of Student Services	Dr. Jim Nordone		
Vice President of Instructional Services	Dr. Elizabeth Crandall		
Dean of Instructional Services	Shana Drury		
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 Enrollment Management/Registrar	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		
Director of Distance Education and Learning Technologies	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 Senate Representative, Psychology Instructor	Lori Arnold		
Faculty, Math Instructor	Christina Hoffmaster		
Director of Instructional Assessment, Faculty- Math Instructor	Dr. Brad Beauchamp		
SACSCOC Leadership Team, History Instructor	Bettye Hutchins		
Coordinator of Tutoring Center	Amber Hunsaker		
Business Office Manager	Mindi Flynn		
Student Billing Accountant	Christie Lehman		
Students – Two Student Government Representatives	Marcos Rodrigues-Delgado		
Administrative Assistant/Director of Institutional Effectiveness	Anna Martin		
Administrative Assistant/Dean of Instructional Services	Judy Ditmore		
Benefit Coordinator/Human Resources, Administrative Assistant/Physical Plant, Employees Forum Representative	Toni Jones		
Administrative Assistant/Instructional Services	Linda Haney		
Administrative Assistant/Instructional Services	Michelle Downes		
Administrative Secretary to the President	Mary King		
Employees Forum Representative	Rosa Alaniz		
President, Athletics Representative and SACSCOC Leadership Team	Dr. Dusty Johnston		

- Approval of April 26, 2019 minutes (Exhibit A, Action Item)
- SACSCOC
  - Compliance Certification Reaffirmation Report Update – Step 3 –
    1. Letter of Accreditation, July 2019 (Exhibit B)
    2. QEP Summary due August 15, 2019 (Exhibit C)
  - Review of Substantive Change Policy <http://vernoncollege.smartcatalogiq.com/2018-2019/Employee-Handbook/Section-L-Appendices/Appendix-T-Substantive-Change-Policy> and Reference, Institutional Summary working document

- Substantive Change Notifications mailed and received by SACSCOC – waiting on SACSCOC response:
  1. Sheppard Learning Center closure as a site offering 25% to 49% of a program
  2. Paramedic Program Certificate reactivation
  3. Wichita Falls ISD Career Education Center as a site offering 25% to 49% of a program
  4. Closure of Administrative Office Technology program
  5. Barber, Level 1 Certificate
  6. Dental Assisting, Level 1 Certificate
  7. Medical Assisting, Level 1 Certificate
  
- Review and discussion of Fifth-year Interim Report Responsibility Matrix and Dates (Exhibit D)
  
- Review and discussion of Key Performance Indicators of Accountability and related Benchmarks  
<https://www.vernoncollege.edu/KPI-Home>
  - Updated KPIAs
    - Licensure/Certification (Exhibit E)
    - Financial Aid (Exhibit F)
  - Early outcomes examples from Guided Pathways:
    - ✓ Number of college credits earned in first term
    - ✓ Number of college credits earned in first year
    - ✓ Completion of gateway math and English courses in the student’s first year
    - ✓ Number of college credits earned in the program of study in first year
    - ✓ Persistence from term 1 to term 2
    - ✓ Rates of college-level course completion in student’s first academic year
    - ✓ Equity in outcomes
  
- Planning Calendar
  - Review and approval of 2019-2020 Annual Planning Calendar (Exhibit G, Action Item)
  - Vernon College Effectiveness Questionnaire 2019 open August – September
  - Review and approval of 2019-2020 Institutional Effectiveness Plans (Exhibit H, Action item)
  
- Fall meeting schedule – September 27, October 18, and November 22

- Adjournment