

College Effectiveness Committee and Student Success Data Committee

Minutes

April 26, 2019

9:00 a.m.

Vernon 204 and CCC 712

- Welcome – The meeting was called to order at 9:05 a.m. by Betsy Harkey, Chair.
- Review of College Effectiveness Committee attendance

Vernon College Position	Member	Present	Not Present
Director of Institutional Effectiveness and SACSCOC Liaison	Betsy Harkey, Chair	X	
Vice President of Administrative Services	Garry David	X	
Vice President of Student Services	Dr. Jim Nordone		X
Vice President of Instructional Services	Dr. Elizabeth Crandall	X	
Dean of Instructional Services	Shana Drury	X	
Dean of Student Services	Kristin Harris	X	
Division Chair - Communications, English Instructor	Joe Johnston		X - proxy
Division Chair - Behavioral and Social Sciences, Government Instructor	Greg Fowler		X - proxy
Division Chair- Information and Technology, Industrial Automation Instructor	Mark Holcomb		X
Division Chair- Math and Science, Math Instructor	Paula Whitman		X -proxy
Director of Enrollment Management/Registrar	Amanda Raines	X	
Director of Continuing Education	Christina Feldman	X	
Director of Financial Aid	Melissa Elliott		X
Director of Human Resources	Haven David	X	
Director of Institutional Advancement Executive Director, Vernon College Foundation	Michelle Alexander	X	
Recruiting Coordinator	Rachel White		X
Institutional Support Specialist	Jim Binion		X
Director of Library Services	Marian Grona	X	
Director of PASS Department/ Coordinator of Office for Students with Disabilities	Deana Lehman	X	
Director of Student Success Pathway	Criquett Lehman		X - proxy
Early College Start Coordinator	Melissa Moore		X -proxy
Marketing and Community Relations, Coordinator	Holly Scheller	X	
Director of Distance Education and Learning Technologies	Roxie Hill	X	

Student Information Software Coordinator	Ivy Harris	X	
Counselor	Clara Garza		X
Counselor	Lindsey David		X
Director of Quality Enhancement, Faculty Speech Instructor, and SACSCOC Leadership Team	Dr. Donnie Kirk	X	
Faculty Senate Representative, History Instructor	Jason Scheller	X	
Faculty Senate Representative, Psychology Instructor	Lori Arnold	X	
Faculty, Math Instructor	Christina Hoffmaster	X	
Director of Instructional Assessment, Faculty- Math Instructor	Dr. Brad Beauchamp		X -proxy
SACSCOC Leadership Team, History Instructor	Bettye Hutchins	X	
Coordinator of Tutoring Center	Amber Hunsaker		X
Business Office Manager	Mindi Flynn	X	
Student Billing Accountant	Christie Lehman	X	
Students – Two Student Government Representatives	Marcos Rodrigues-Delgado		X
Administrative Assistant/Director of Institutional Effectiveness	Anna Martin	X	
Administrative Assistant/Dean of Instructional Services	Judy Ditmore	X	
Benefit Coordinator/Human Resources, Administrative Assistant/Physical Plant, Employees Forum Representative	Toni Jones	X	
Administrative Assistant/Instructional Services	Linda Haney	X	
Administrative Assistant/Instructional Services	Michelle Downes		X
Administrative Secretary to the President	Mary King		X
Employees Forum Representative	Rosa Alaniz	X	
President, Athletics Representative and SACSCOC Leadership Team	Dr. Dusty Johnston		X -proxy

		Present	Not Present
Michelle Alexander	Director of Institutional Advancement/Executive Director, Vernon College Foundation	X	
Jeanne Ballard	Assistant Director of Financial Aid		X
Dr. Brad Beauchamp	Director of Instructional Assessment, Math Instructor		X - proxy
Jim Binion	Institutional Support Specialist		X
Dr. Elizabeth Crandall	Vice President of Instructional Services	X	
Dona Crow	Administrative Assistant/Counseling		X
Shana Drury	Dean of Instructional Services	X	
Christina Feldman	Director of Continuing Education	X	
Marian Grona	Director of Library Services	X	

Linda Haney	Administrative Assistant /Instructional Services	X	
Ivy Harris	ERP/SIS Coordinator	X	
Mark Holcomb	Division Chair - Information and Technology, Industrial Automation Instructor		X
Bettye Hutchins	Instructor - History	X	
Joe Johnston	Division Chair – Communications, English Instructor		X - proxy
Criquett Lehman	Director of Student Success Pathway		X - proxy
Thomas McNeely	English Instructor	X	
Amanda Raines	Director of Enrollment Management/Registrar	X	
Michael Ruhl	Instructor - Biology		X
Maria Servin	Assistant Registrar		X
Dr. Donnie Kirk	Director of Quality Enhancement, Speech Instructor	X	
Amber Hunsaker	Coordinator of Tutoring Center		X
Anna Martin	Administrative Assistant /Institutional Effectiveness	X	
Mindi Flynn	Business Office Manager	X	
Melissa Elliott	Director of Financial Aid		X
Michelle Downes	Administrative Assistant – Instructional Services		X
Kelly Peterson	Student Success Specialist	X	
Rachel White	Recruiting Coordinator		X
Betsy Harkey, Chair	Chair, Director of Institutional Effectiveness	X	
Dr. Dusty Johnston, ad hoc member	President		X - proxy

- Approval of March 29, 2019 minutes (Exhibit A, Action Item) – Motion by Bettye Hutchins to approve as presented, second by Jason Scheller, motion passed.
- SACSCOC
 - Compliance Certification Reaffirmation Report Update – Step 3 – QEP response in review process by SACSCOC assigned committee
 - New Substantive Changes to review and approve for recommendation to the Board of Trustees and pending approval by SACSCOC and as needed THECB
 1. Closure of Administrative Office Technology program (Exhibit B, Action Item) – Motion to approve by Judy Ditmore, second by Jason Scheller, motion passed.
 2. Barber, Level 1 Certificate (Exhibit C, Action Item) – Motion to approve by Haven David, second by Mindi Flynn, motion passed.
 3. Dental Assisting, Level 1 Certificate (Exhibit D, Action Item) – Motion to approve by Haven David, second by Rosa Alaniz, motion passed.

4. Medical Assisting, Level 1 Certificate (Exhibit E, Action Item) – Motion to approve by Mindi Flynn, second by Deana Lehman, motion passed.
- 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 (dual credit)
 - Mapping of Student Success Efforts
 - ✓ Dr. Donnie Kirk (Exhibits F and G) –
 - ✓ Dr. Brad Beauchamp (Exhibit H)
 - ✓ Criquett Lehman (Exhibit I) – Kelly Peterson presented information for Student Success Pathway.
 - ✓ Ivy Harris – Mrs. Harris had no updates.
 - Review and discussion of Key Performance Indicators of Accountability and related Benchmarks
<https://www.vernoncollege.edu/KPI-Home>

Suggestions for new KPIAs/Benchmarks to explore –

 - 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 (Exhibit J)
 - Please send Betsy suggested updates and changes to the Planning Calendar for 2019-2020 for review and approval this summer.

- Summer meeting schedule - TBD
- Adjournment – The meeting adjourned at 9:35 a.m.