

College Effectiveness Committee

Minutes

January 25, 2019

9:00 a.m.

Vernon 204 and CCC 712

- Welcome – The meeting was called to order by Betsy Harkey, Chair at 9:00 a.m.
- Review of committee attendance - Committee members were asked to email Betsy with any title corrections.

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	
Division Chair - Behavioral and Social Sciences, Government Instructor	Greg Fowler	X	
Division Chair- Information and Technology, Industrial Automation Instructor	Mark Holcomb	X	
Division Chair- Math and Science, Math Instructor	Paula Whitman	X	
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
Early College Start Coordinator	Melissa Moore	X	
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	
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	

- Approval of November 30, 2018 minutes (Exhibit A, Action Item) – Motion by Marion Grona to approve the minutes as presented, second by Dr. Elizabeth Crandall, motion passed.
- SACSCOC
 - Compliance Certification Reaffirmation Report Update – Step 3 – QEP response (deadline March 1) – Dr. Donnie Kirk
 - Update, Wrapping it Up – Reaffirmation of Accreditation notes and files - Anna Martin and Criquett Lehman were recognized for their leadership in ensuring that all notes and files were complete.
 - Vernon College Substantive Change Policy review and approval – (Exhibit B, Action Item) – Motion by Deana Lehman to approve, second by Jim Binion, motion passed.

- Substantive Change – Sheppard Learning Center review and approval – (Exhibit C, Action Item) – Motion by Judy Ditmore to approve as a recommendation to the Board of Trustees, second by Shana Drury, motion passed.
- Crosswalk and Responsibility Matrix for 2012 Principles of Accreditation to 2018 Principles of Accreditation – (Exhibit D and E)
- SACSCOC Updates – Dr. Belle Wheelan email dated January 14, 2019
 - ✓ Policies
 - ✓ Technology Fee
 - ✓ Graduation Rate Project
 - ✓ Substantive Change
 - ✓ General Disclosure Statements
 - ✓ External Agencies
- Mapping of Student Success update– moved to April meeting
- Planning Calendar (Exhibit F)
 - College Effectiveness Committee -
Review and approve Vernon College Strategic Plan 2019-2023 (Exhibit G, Action Item) – Motion by Haven David to approve, second by Toni Jones, motion passed.
Reminder, Annual Action Plans 2029-2020 due March 1 or before
Calendar changes/additions
- Spring meeting schedule – February 22, March 29, and April 26
- Adjournment – The meeting adjourned at 9:45 a.m.