

College Effectiveness Committee

Agenda

January 31, 2020

9:00 a.m.

Vernon 204 and CCC 712

- Welcome
- Review of College Effectiveness Committee attendance

Vernon College Position	Member	Present	Not Present
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 Scott		
Early College Start Coordinator	Melissa Moore		
Marketing and Community Relations, Coordinator	Holly Scheller		
Director of Distance Education and Learning Technologies	Crystal Tate		

Director ERP/SIS and Cybersecurity, Electronic Information Accessibility Coordinator	Ivy Qwuarels		
Counselor	Clara Garza		
Counselor	Lindsey David		
7Director of Quality Enhancement, Faculty Speech Instructor, and SACSCOC Leadership Team	Dr. Donnie Kirk		
Faculty Senate Representative, Sociology Instructor	Marissa Underhill		
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		

➤ Review of committee purpose, responsibilities, and membership – Governance thru Committees
<https://www.vernoncollege.edu/governance-thru-committees>

- Approval of October 18, 2019 College Effectiveness Committee minutes (Exhibit A, Action Item)
- Reminder – November and December electronic meeting documents in Canvas
- SACSCOC

-Substantive Change

- Substantive Change Policy Review (Exhibit B) – located on website <https://www.vernoncollege.edu/policy-manuals-and-handbook>, Section L Appendices, Appendix T Substantive Change Policy – Note location of Employee Handbook Approval Date.
 - Reminder – documentation and archive of approval dates and complete policy manuals, handbooks, etc.
- update – future Cosmetology and Barber programs modified prospectuses will be submitted later this Spring due to schedule credit hour mandated change

-Email from Dr. Belle Wheelan dated January 23, 2020 – SACSCOC Updates and Liaisons – includes new and revised policies.

-Fifth-Year Report Matrix – (Exhibit C) – send updates/changes to Betsy – Note crosswalk from 2012 standards to 2018.

- Planning Calendar (posted on website at <https://www.vernoncollege.edu/annual-action-plan-long-range-strategic-plan>)
 - View January and February on website calendar
 - Review and approval of 2020-2024 Strategic Plan (Exhibit D, Action Item)
 - All College Components Final Annual Action Plans for 2020-2021 should be posted in share drive for Annual Action Plans: G.
- Spring meeting schedule –February 28, March 27, and April 17
- Adjournment