

College Effectiveness Committee

Minutes
October 18, 2019

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	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 Scott	X	
Early College Start Coordinator	Melissa Moore		X
Marketing and Community Relations, Coordinator	Holly Scheller		X
Director of Distance Education and Learning Technologies	Crystal Tate		X

Director ERP/SIS and Cybersecurity, Electronic Information Accessibility 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, Sociology Instructor	Marissa Underhill	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			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	

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

- Approval of September 27, 2019 College Effectiveness Committee minutes (Exhibit A, Action Item) – Motion by Greg Fowler, second by Marion Grona to approve minutes as presented. Motion passed. (Attachments A and B)

- SACSCOC

Substantive Changes

- Approval response letters received from SACSCOC
 - ✓ Barber, Level 1 Certificate
 - ✓ Dental Assisting, Level 1 Certificate
 - ✓ Medical Assisting, Level 1 Certificate
- Approved through Vernon College process and waiting on SACSCOC response:
 - ✓ Closure of Administrative Office Technology program
- Planning Calendar (posted on website at <https://www.vernoncollege.edu/annual-action-plan-long-range-strategic-plan>)

October and November highlights

College Effectiveness Committee and Board of Trustees

College Effectiveness Committee (October) and Board of Trustees (November) –

1. Review and approve documented evaluation of
 - ✓ 2018-2019 Annual Action Plan Final Summary (Exhibit B, Action Item) – Motion to approve by Melissa Elliott, second by Criquett Scott, motion passed.
 - ✓ 2018-2019 Institutional Effectiveness Plans Final Summary (Exhibit C, Action Item) – Motion to approve by Jim Binion, second by Amanda Raines, motion passed.
2. Review and approve 2020-2024 Strategic Plan Components:
 - ✓ 2020-2024 Primary Goals (Exhibit D, Action Item) – Motion to approve with suggested change in wording of #5 by Melissa Elliott, second by Rosa Alaniz, motion passed.
#5 suggested wording enhancement – As called for by its mission, Vernon College will identify its constituencies and serve them in ways that meet the needs of our service area.
 - ✓ 2020-2021 Priority Initiatives (Exhibit E, Action Item) – Motion to approve by Greg Fowler, second by Dr. Crandall, motion passed.

All College Components, begin development of Annual Action Plans for 2020-2021

Board of Trustees (November) – review and approve Spring 2020 Continuing Education Schedule

- Fall meeting schedule – November 22 to include Mapping of Student Success Efforts: Dr. Donnie Kirk, QEP; Dr. Brad Beauchamp, Instructional Assessment; Criquett Scott, Student Success Pathway

- **Adjournment – Meeting adjourned at 9:18 a.m. with a thank you from Betsy Harkey for review and work of the committee prior to the meeting.**