

## College Effectiveness Committee

Agenda

October 18, 2019

9:00 a.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<br>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           |                |                    |

|  |                          |  |  |
|--|--------------------------|--|--|
| Student Information Software Coordinator   | Ivy Harris               |  |  |
| 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 September 27, 2019 College Effectiveness Committee minutes (Exhibit A, Action Item)  
(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)
  - ✓ 2018-2019 Institutional Effectiveness Plans Final Summary (Exhibit C, Action Item)
2. Review and approve 2020-2024 Strategic Plan Components:
  - ✓ 2020-2024 Primary Goals (Exhibit D, Action Item)
    - #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)

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 Lehman, Student Success Pathway
- Adjournment