

## Student Success by the Numbers Committee

Draft Minutes

April 9, 2015 (combined March and April meetings)

3:00 p.m.

Vernon 423 and CCC 715

- Welcome
- Review of committee attendance

		Present	Not Present
Michelle Alexander	Director of Institutional Advancement/Executive Director - Foundation	X	
Jeanne Ballard	Assistant Director of Financial Aid	X	
Jim Binion	Institutional Support Specialist	X	
Brandi Brannon	Student Success Specialist	X	
Dona Crow	Administrative Assistant/Counseling	X	
Christina Feldman	Director of Continuing Education	X	
Marian Grona	Director of Library Services	X	
Linda Haney	Secretary – Instructional Services	X	
Mark Holcomb	Division Chair - Information and Technology and Instructor		conference
Bettye Hutchins	Instructor - History	X	
Joe Johnston	Division Chair – Communications and Instructor	X	
Criquett Lehman	Director of Quality Enhancement	X	
Deana Lehman	Director of PASS Department/Coordinator of the Office for Students with Disabilities		conference
Shana Drury	Associate Dean of Instructional Services		conference
Amanda Raines	Director of Admissions and Records		
Michael Ruhl	Instructor - Biology	X	
	Coordinator Tutoring Center, Vernon		
Maria Servin	Assistant Registrar	X	
JoAnn Marquart	Counselor		out of office
Rebecca Watkins	Instructor - ADN		clinical
Betsy Harkey, Chair	SSBTN Liaison; Chair Director of Institutional Effectiveness	X	
Dr. Dusty Johnston	President	X	

- Approval of February 6, 2015 minutes (Exhibit A, Action Item) – Motion by Michelle Alexander, second by Criquett Lehman, motion passed.
- SACS COC Fifth-Year Interim Referral Report update – The completed report was delivered to SACSCOC prior to the April 1, 2015 due date. Thanks to all who contributed to the process. Believe it or not, we will begin preparing for the 10 year review this summer. Due to the far-reaching amount of information and input required for the 10 year self-study, the College Effectiveness Committee will serve as the SACSCOC team for this process.

Quality Enhancement Planning Committee update – Criquett Lehman shared that the next committee will be meeting on April 10, 2015. The five collaboration sessions were well attended and she will be posting the results in the VC Innovation Center (Blackboard). She reminded members to participate in the College Effectiveness Survey that is constructed to ensure that all have the opportunity for input. The next step in the QEP process will be to meet with faculty on April 24, 2015 to begin the topic selection process.

- Assessment and Report Calendar Update
  - Special thanks to Criquett for coordinating and to all who have submitted communication forms. Please notify Criquett or Betsy with calendar enhancements as needed.
  - 2014-2015 completed communication forms are being posted to the website by Criquett as received at <http://www.vernoncollege.edu/assessment-data>  
Betsy is still working to update prior years' web pages.

- Review of Key Performance Indicators of Accountability and related Benchmarks and data sources <http://www.vernoncollege.edu/KPI-Home>.

Most recent updates:

- Budget Revenue and Expenditure
- Enrollment – benchmark recommendations for Continuing Education are
  1. At or above 400 contract training courses for Business and Industry (per academic year).
  2. At or above 211,000 contact hours (per academic year). (Exhibit B)

Note that recommendations are based on 2009, 2011, 2012 and 2013. The year 2010 was not included in the equation because it is considered an anomaly (something that deviates from what is standard, normal or expected).

- FTE Student/FTE Faculty
  - Percent of Contact Hours Taught
  - Course Completion Success
  - Graduation and Persistence Rate
  - Non Transfer Completers and Transfer – As per committee request, Texas Universities with Highest Number of Vernon College Transfer Students was added a data
  - Milestones/Success Points – Next percent change calculation by THECB is for FY 2012-2014
- Review and approval of Key Performance Indicators of Accountability Benchmarks (Exhibit C, Action Item) – motion by Jim Binion, second by Marian Grona, the motion passed.
- Data updates since last meeting:
    - Spring and Spring I 2015 Count Day Snapshot (Exhibit D)
    - THECB Licensure Report collection in process.
    - THECB Accountability Report information available at <http://www.txhighereddata.org/>
    - THECB Accountability System is under discussion due to the ending of Closing the Gaps by 2015 and the beginning of a new system in 2016. The THECB has shared that Accountability System metrics may be changing. The Small College Accountability Group is lobbying to maintain current metrics because so many schools have started using them for data and benchmarking.
    - Basic POISE sort for Dr. Brad Beauchamp (Core Assessment)
  - Next meeting: May, electronic
  - Adjournment