

**Student Success Data Committee  
Agenda  
October 21, 2016  
Vernon 204 and CCC 712**

- Welcome
- Review of committee membership and charge <http://www.vernoncollege.edu/governance-thru-committees>
- Review of committee attendance

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

- Approval of September 23, 2016 minutes (Exhibit A, Action Item)
- SACSCOC Compliance Certification (10 year report) update – The updated responsibility matrix was presented to the College Effectiveness Committee for review in September. Committee members are scheduled to complete draft narratives by the end of October. The CE Committee serves as the SACSCOC Committee for this process. The SACSCOC Leadership Team consists of Dr. Dusty Johnston, Dr. Gary Don Harkey, Bettye Hutchins, Criquett Lehman and Betsy Harkey.

**SACSCOC Timeline**

- Vernon College, Track A Class of 2009
  - Next reaffirmation (10 year) 2019
- 2015 – 2016 AY
- SACSCOC Annual Meeting, December 2015, Houston, TX
  - Quality Enhancement Institute July 2016, Grapevine, TX
- 2016-2017
- SACSCOC Annual Meeting, December 2016, Atlanta, GA

- Orientation of Leadership Teams, December 2016 or January 2017, Atlanta, GA (typically limited to five people from each institution, including the institution's finance officer)
- Quality Enhancement Institute July, 2017, Austin, TX
- "Final" Catalog, Handbook and Policy updates to Board of Trustees, Spring and Summer 2017 (to ensure inclusion in Compliance Certification)

2017-2018

- SACSCOC Annual Meeting, December, 2017, Dallas, TX
- **Compliance Certification due, March 2018**
- Off-site Peer Review Conducted, May 2018
- Quality Enhancement Plan Due, Summer 2018 (4-6 weeks in advance of on-site review)

2018-2019

- On-site Peer Review, Fall 2018 (September – November)
- SACSCOC Annual Meeting, December 2018, New Orleans, LA
- Review by the SACSCOC Board of Trustees, June 2019

- Review of 2015-2016 Institutional Effectiveness Plan Final Summaries Assessment Information – Betsy Harkey Relationship/additions to the Assessment/Report Calendar, General Glossary and SACSCOC CS 3.3.1 – Institutional Effectiveness
- Assessment/Report Calendar Communication Forms located at <http://www.vernoncollege.edu/assessment-data>  
Review of posted forms will begin in November
- Quality Enhancement Plan update – Criquett Lehman (Exhibit B)
- Title III Update – Ivy Harris and Brandi Brannon (Exhibit C and D)
- Key Performance Indicators of Accountability and related Benchmarks final Fall updates will be completed by first week in November. Next update will be in Spring 2017 after the THECB Accountability Report is updated.
- Data updates since last meeting:  
-Program Evaluation Majors and Completers will be provided in late October
- Next meeting date: working on November and December dates
- Adjournment