

**Student Success Data Committee  
Agenda  
February 17, 2017  
9:00 a.m.  
Vernon 204 and CCC 712**

- Welcome
- Membership updates – Criquett Lehman, Student Success Pathway Director and Donnie Kirk, Director of Quality Enhancement
- 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		
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		
Amber Hunsaker	Coordinator of Tutoring Center - Vernon		
Bettye Hutchins	Instructor - History		
Joe Johnston	Division Chair – Communications and Instructor		
Dr. Donnie Kirk	Director of Quality Enhancement		
Amanda Lehman	Counselor		
Criquett Lehman	Student Success Pathway Director		
Deana Lehman	Director of PASS Department/Coordinator of the Office for Students with Disabilities		
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 January 27, 2017 minutes (Exhibit A, Action Item)

▪ SACSCOC Compliance Certification (10 year report) Timeline Reminder –

**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
- Advisory Visit, Dr. John Hardt, January 24, 2018
- **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, October 23-25, 2018 (partial team may arrive early for off-site visits)
- SACSCOC Annual Meeting, December 2018, New Orleans, LA
- Review by the SACSCOC Board of Trustees, June 2019

The **College Effectiveness Committee** will serve as the Vernon College SACSCOC Committee.

The Vernon College **SACSCOC Leadership Team** will consist of:

President, Dr. Dusty Johnston

Dean of Instructional Services, Dr. Gary Don Harkey

Faculty, Bettye Hutchins

Director of Quality Enhancement,

Director of Institutional Effectiveness/SACSCOC Liaison, Betsy Harkey

- Assessment/Report Calendar and General Glossary are located on the Assessment Overview page of the website <http://www.vernoncollege.edu/assessment-overview>. Reminder that these documents require ongoing oversight, edits and updates. The documents were presented to the Board of Trustees during their February meeting along with the acronym list as part of the Student Success Data Fact.
- Assessment/Report Calendar Communication Forms located at <http://www.vernoncollege.edu/assessment-data> - Criquett and Betsy are working on transferring the responsibilities of reminding, gathering and posting. For any questions, contact Betsy.

- Quality Enhancement Plan update – Dr. Donnie Kirk (Exhibit B)
- Title III Update – Ivy Harris and Criquett Lehman (Exhibit C and D)
- Key Performance Indicators of Accountability and related Benchmarks Update– KPIAs are posted to the website as soon as updated and after sharing with this committee for review/edits at [www.vernoncollege.edu/KPI-Home](http://www.vernoncollege.edu/KPI-Home) Spring updates will be available as soon as the Texas Higher Education Coordinating Board Accountability Report is finalized and the 2016 IPEDS Data Feedback Report is posted. Benchmarks will be reviewed/approved during a Spring Student Success Data Committee meeting.
  - Budget Revenue and Expenditure – needs IPEDS
  - Community College Survey of Student Engagement – up to date
  - Continuing Education – Contract Training for Business and Industry and Funded Contact Hours – needs updates
  - Course Completion Success – will run Fall 2016 after 60 days for I grade changes
  - Enrollment – needs updates; reminder that Title III measure has been included
  - Financial Aid – needs IPEDS
  - FTE Student/FTE Faculty (Full Time Equivalent) – needs THECB Accountability Report
  - Graduation, Persistence and Retention – needs THECB Accountability Report; reminder that Title III measures have been included; needs POISE data update
  - Licensure/Certification – waiting on THECB Licensure/Certification Report request
  - Milestones/Success Points – needs THECB Accountability Report
  - Percent of Contact Hours Taught – needs THECB Accountability Report
  - Placement and Completion – up to date with Perkins Data Resources
  - Service Area High School Students who go to College – waiting on THECB requested data
  - Survey of Entering Student Engagement – up to date
  - Transfer – needs THECB Accountability Report
- Reminder, the Student Success Data Committee will be playing a role in the oversight of U4SM reports and dashboards; especially the Executive Dashboard to ensure that information is correct and user friendly.
- Review of draft Long Range Strategic Plan for Vernon College 2017-2021 (Exhibit E) - Note that the listed Measures fall under the monitoring responsibility for this committee. Edits to the plan are due to Betsy by February 21, 2017. The plan will be presented to the College Effectiveness Committee for review and approval on February 24<sup>th</sup> and to the Board of Trustees during their March 2017 meeting.
- Data updates since last meeting:  
Spring and Spring I 2017 Count Day Snapshot (Exhibit F)
- Next meeting dates: February 17, March 24 and April 21, 2017
- Adjournment