

**Student Success by the Numbers Committee
Agenda
September 23, 2016
Vernon 204 and CCC 712**

- Welcome
- Review of committee membership and charge will be on October 21, 2016 after they have been finalized and published.
- 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		

- Reminder, April 2016 meeting electronic. Action items regarding the approval of updated KIAs and Benchmarks were approved.
- SACSCOC Compliance Certification (10 year report) update – The updated responsibility matrix will be presented next week to the College Effectiveness Committee for review. 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

- Quality Enhancement Plan update – Criquett Lehman (Exhibit A)
- Title III Update – Ivy Harris (Exhibit B)
-Title III Markers project update – Betsy Harkey (Exhibit C)
- Assessment/Report Calendar and General Glossary Update (Exhibit D and E, Action Items)
- Each document has been closely reviewed over the last several weeks. Thank you to all who contributed updates, changes and corrections to the Assessment/Report Calendar and Glossary.
- Review of Key Performance Indicators of Accountability and related Benchmarks
Updates in progress include:
 - Budget Revenue and Expenditure
 - Percent of 12 County Service Area High School Graduates who go to College
 - Continuing Education – Funded Contact Hours and Contract Training Courses
 - Course Completion Success
 - Graduation and Persistence Rate
 - Placement and Completion
 - Enrollment
 - Financial Aid
- Vernon College Effectiveness Questionnaire Review (Exhibit F)
-Information gleaned from this questionnaire can be utilized in the Annual Action and Institutional Effectiveness Plans.
- Data updates since last meeting:
 - Applied and enrolled comparisons throughout the summer
 - Fall terms data frozen on September 8, 2016 for Fall and Fall I 2016 Count Day Snapshot and baseline
 - -Applied not enrolled contact information for Recruiting
 - -Majors information to Instructional Services
 - -PTK potential and current students to sponsors
 - -Financial Aid/Scholarship made available to Institutional Advancement
 - -Self-reported information to Office of Students with Disabilities.
 - Ten years of enrollment and student information to President on September 11, 2016
 - Program/Discipline Grade Information provided September 13, 2016; Majors and Completers will be provided in late October
 - Ongoing updates to POISE information and Database Management Dictionary (Exhibit G)
- Next meeting date: October 21st; working on November and December dates
- Adjournment