

College Effectiveness and Student Success Data Committees

Agenda

September 27, 2019

9:00 a.m.

Vernon 204 and CCC 712

- Welcome
- Review of College Effectiveness Committee attendance

Vernon College Position	Member	Present	Not Present
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 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, History Instructor	Jason Scheller		
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 Student Success Data Committee attendance and committee charge:

		Present	Not present
Michelle Alexander	Director of Institutional Advancement/Executive Director, Vernon College Foundation		
Jeanne Ballard	Assistant Director of Financial Aid		
Dr. Brad Beauchamp	Director of Instructional Assessment, Math Instructor		
Jim Binion	Institutional Support Specialist		
Dr. Elizabeth Crandall	Vice President of Instructional Services		
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	Administrative Assistant /Instructional Services		
Ivy Harris	ERP/SIS Coordinator		
Mark Holcomb	Division Chair - Information and Technology, Industrial Automation Instructor		
Bettye Hutchins	Instructor - History		
Joe Johnston	Division Chair – Communications, English Instructor		
Criquet Scott	Director of Student Success Pathway		
Thomas McNeely	English Instructor		
Amanda Raines	Director of Admissions and Records		
Michael Ruhl	Instructor - Biology		
Maria Servin	Assistant Registrar		
Dr. Donnie Kirk	Director of Quality Enhancement, Speech Instructor		
Amber Hunsaker	Coordinator of Tutoring Center		
Anna Martin	Administrative Assistant /Institutional Effectiveness		
Mindi Flynn	Business Office Manager		
Melissa Elliott	Director of Financial Aid		
Michelle Downes	Administrative Assistant – Instructional Services		
Kelly Peterson	Student Success Specialist		
Rachel White	Recruiting Coordinator		
Betsy Harkey, Chair	Chair, Director of Institutional Effectiveness		
Dr. Dusty Johnston, ad hoc member	President		

➤ Review of committee purpose, responsibilities, and membership – Governance thru Committees
<https://www.vernoncollege.edu/governance-thru-committees>

- Approval of July 31, 2019 College Effectiveness Committee minutes (Exhibit A, Action Item)

- SACSCOC

Substantive Changes

- Notification response letters received from SACSCOC
 1. Sheppard Learning Center closure as a site offering 25% to 49% of a program
 2. Paramedic Program Certificate reactivation
 3. Wichita Falls ISD Career Education Center as a site offering 25% to 49% of a program
- Approved through Vernon College process and waiting on SACSCOC response:
 - ✓ Closure of Administrative Office Technology program
 - ✓ Barber, Level 1 Certificate
 - ✓ Dental Assisting, Level 1 Certificate
 - ✓ Medical Assisting, Level 1 Certificate
- Trainings – Dr. Elizabeth Crandall and Shana Drury participated in Substantive Change Training on September 20, 2019. Betsy Harkey participated in SACSCOC Liaison Training on September 19, 2019.

- Data

- 2019 Fall and Fall I Count Day Snapshot (Exhibit B)
- Vernon College Effectiveness Questionnaire Summary 9.19 (Exhibit C)
- Continued discussion of Key Performance Indicators of Accountability and related Benchmarks
 - Possible early outcomes examples from Guided Pathways:
 - ✓ Number of college credits earned in first term
 - ✓ Number of college credits earned in first year
 - ✓ Completion of gateway math and English courses in the student's first year
 - ✓ Number of college credits earned in the program of study in first year
 - ✓ Persistence from term 1 to term 2
 - ✓ Rates of college-level course completion in student's first academic year
 - ✓ Equity in outcomes

- Review and approval of 2019-2020 Assessment/Report Calendar (Exhibit D, Action Item)
- Planning Calendar (posted on website at <https://www.vernoncollege.edu/annual-action-plan-long-range-strategic-plan>)

September and October

All college components – Complete evaluation and documentation of 2018-2019 Annual Action and Institutional Effectiveness Plans (September.) Begin implementation of Quality Enhancement Plan. Begin implementation of 2019-2020 Annual Action and Institutional Effectiveness Plans.

College Effectiveness Committee – Review of Substantive Change Policy and SACSCOC 5th Year Matrix (accomplished in July)

Review and approve documented evaluation of 2018-2019 Annual Action and Institutional Effectiveness Plans (due to Betsy by October 7 to compile for October 18 meeting.) Review and approve Primary Goals for 2020-2024 and Priority Initiatives for 2019-2020.

College Effectiveness Committee (September) and Board of Trustees (October) - Review and approve 2020-2024 Strategic Plan Components:

Philosophy, Vision, Values, Mission (Exhibit E, Action Item)

Long Term Objectives (Exhibit F, Action Item)

QEP Committee - Review and approve Annual QEP Report for 2018-2019 (October.)

- Fall meeting schedule – October 18 and November 22
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- Adjournment