

College Effectiveness Committee

Agenda

March 23, 2018

9:00 a.m.

Vernon 204 and CCC 712

- Welcome
- Review of committee attendance

Vernon College Position	Member	Present	Not Present
Director of Institutional Effectiveness and SACSCOC Liaison	Betsy Harkey, Chair		
Dean of Administrative Services	Garry David		
Dean of Admissions and Financial Aid/Registrar	Joe Hite		
Dean of Student Services	Jim Nordone		
Associate Dean of Instructional Services	Shana Drury		
Associate 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 Admissions and Records	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 Lehman		
Early College Start Coordinator	Melissa Moore		
Marketing and Community Relations, Coordinator	Holly Scheller		
Instructional Design and Technology Coordinator, Faculty	Roxie Hill		
Student Information Software Coordinator	Ivy Harris		

Counselor	Clara Garza		
Counselor	Lindsey David		
Director of Quality Enhancement, Faculty Speech Instructor, and SACSCOC Leadership Team	Dr. Donnie Kirk		
Faculty Senate Representative, History Instructor	Jason Scheller		
Faculty, English Instructor	Misti Brock		
Coordinator of Instructional Assessment, Faculty Math Instructor	Dr. Brad Beauchamp		
Faculty Senate Representative, Biology Instructor	William Robertson		
SACSCOC Leadership Team and History Instructor	Bettye Hutchins		
Coordinator of Tutoring Center	Amber Hunsaker		
Business Office Manager	Mindi Flynn		
Student Billing Accountant	Christie Lehman		
Students	Kelsey Martin Laramie Dunn		
Administrative Assistant/Director of Institutional Effectiveness	Anna Martin		
Administrative Assistant/Associate Dean of Instructional Services	Judy Ditmore		
Administrative Assistant/Human Resources – Physical Plant, Employees Forum Representative	Toni Jones		
Administrative Assistant/Instructional Services	Linda Haney		
Administrative Secretary to the President	Mary King		
Employees Forum Representative	Rosa Alaniz		
President, Athletics Representative and SACSCOC Leadership Team	Dr. Dusty Johnston		

- Approval of January 26, 2018 minutes postponed until March 23rd meeting. (Exhibit A, Action Item)
- Approval of February 23, 2018 meeting electronic agenda (Exhibit B, Action Item)
- Director of Institutional Effectiveness Update:
 - Current project – SACSCOC Off-site Review Committee
 - Ongoing projects:
 - ✓ Assessment/Report Calendar and Glossary
 - 2016-2017 completed communication forms collection will be audited beginning in March
 - 2017-2018 completed communication forms collection in process
 - ✓ Updates to Key Performance Indicators of Accountability (KPIAs) and related Benchmarks is moving up on the priority list. Contact Betsy with data needs to help determine which need to be updated first.
 - ✓ Website updates, including committee information – ongoing project. Do not forget mid-year committee reports.

- Mapping of Student Success Efforts next update Summer 2018
 - Quality Enhancement Plan – Dr. Donnie Kirk
 - Student Learning Outcomes Measures – Dr. Brad Beauchamp
 - Title III, ERP/SIS and Student Success Pathway – Ivy Harris and Criquett Lehman

- SACSCOC
 - The Vernon College Compliance Certification Reaffirmation Report – SACSCOC Off-site Review Committee response should be received in early June. If you want to participate in the prediction, Bettye Hutchins and Betsy will be collecting today.

- Planning Calendar reminders through March
 - Component Leadership – Review of Institutional Improvement, Facilities, Technology, and Personnel Committee plans and reports for budget development. Institutional Effectiveness Plans will be completed at a later date.

 - College Effectiveness Committee - Review and approval of 2018-2019 committee reports and plans:
 - Facilities – Garry David, Chair (Exhibits C, D, E, and F, Action Item)
 - Institutional Improvement - Betsy Harkey, Chair (Exhibit G, Action Item)
 - Personnel – Dr. Dusty R. Johnston, Chair (Exhibit H and I, Action Item)
 - Technology – Ivy Harris, Chair (Exhibit J and K, Action Item)

 - Board of Trustees – Begin budget development process for 2018-2019.

 - Student Success Data Committee – continue to review updated KPIAs.

 - Quality Enhancement Plan development continues.

- Spring meeting schedule - April 20th

- Adjournment