

College Effectiveness Committee

Agenda

October 20, 2017

9:00 a.m.

Vernon 204 and CCC 712

- Welcome
- Review of committee attendance and title check

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		
Faculty, Math Instructor	Dr. Brad Beauchamp		
Faculty, Biology Instructor	William Robertson		
Faculty Senate Representative, 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 September 29, 2017 minutes (Exhibit A, Action Item)
- Director of Institutional Effectiveness Update:
 - Current projects:
 - ✓ Program/Discipline Evaluation data grade information completed. Next is Majors and Program Completers.
 - ✓ Assessment/Report Calendar 2017-2018 was approved by Student Success Data Committee on October 13, 2017 and will be presented to Board of Trustees at their November meeting. (Exhibit B)
 - ✓ Glossary 2017-2018 was approved by Student Success Data Committee on October 13, 2017 and will be presented to Board of Trustees at their November meeting. (Exhibit C)
 - ✓ History of Vernon College Focus on Student Success was approved by Student Success Data Committee on October 13, 2017 and will be presented to Board of Trustees at their November meeting. (Exhibit D)

- ✓ Key Performance Indicators of Accountability and Benchmarks – ongoing project. Contact Betsy when needing data to help prioritize.
- ✓ Website updates, including committee information – ongoing project
- ✓ Vernon College Effectiveness Questionnaire – results have been emailed to Data Group and will be shared with Board of Trustees in October

Reminder – Community College Survey of Student Engagement, Community College Faculty Survey of Student Engagement, and Vernon College Effectiveness Questionnaire along with other assessment results are available to use for 2016-2017 Annual Action and Institutional Effectiveness Plan Final Summaries and 2018-2019 plan development.

- Mapping of Student Success Efforts Update
 - Quality Enhancement Plan – Dr. Donnie Kirk (Exhibits E - K)
 - Student Learning Outcomes Measures – Dr. Brad Beauchamp (Exhibit L)
 - Title III, ERP/SIS and Student Success Pathway – Ivy Harris and Criquett Lehman (Exhibits M-O)
- SACSCOC:
 - Questions/Comments regarding *Compliance Certification Report Responsibility Matrix, Deadlines and Due Dates?* Reminder to review for changes in primary writers and writing teams. (Exhibit P)
 - Discussion of posting narratives and artifacts in shared drive and Compliance Assist.
 - Host Committee – volunteers contact Criquett Lehman, Chair or Betsy Harkey.
- Planning Calendar through October
 - Component Leadership – Final review time of the 2016-2017 Annual Action and Institutional Effectiveness Plans is extended in October. The plans will be moved to the November College Effectiveness Committee agenda.
 - College Effectiveness Committee
 - Review and approval of documented evaluation of 2016-2017 Annual Action and Institutional Effectiveness Plans is postponed until the November 17th meeting and will be on Board of Trustees agenda in December.
 - Review and approve Strategic Plan Components including Primary Goals 2018-2022 and Priority Initiatives 2018-2019. (Exhibits Q - R, Action Items)
 - Board of Trustees reviewed and approved 2018-2022 Strategic Plan Components including Philosophy, Vision, Values, Mission and Long Term Objectives during their October 11, 2017 meeting.
 - Quality Enhancement Plan – drafting of written plan

- Fall meeting schedule – November 17 rooms Vernon 204 and CCC 712 at 9:00 a.m.; December designated time for college components to work on 2018-2019 Annual Action Plans.
- Adjournment