

College Effectiveness Committee

Minutes

March 29, 2019

9:00 a.m.

Vernon 204 and CCC 712

- Welcome – The meeting was called to order at 9:07 a.m. by Betsy Harkey, Chair.
- Review of committee attendance

Vernon College Position	Member	Present	Not Present
Director of Institutional Effectiveness and SACSCOC Liaison	Betsy Harkey, Chair	X	
Vice President of Administrative Services	Garry David	X	
Vice President of Student Services	Dr. Jim Nordone		X
Vice President of Instructional Services	Dr. Elizabeth Crandall		X
Dean of Instructional Services	Shana Drury	X	
Dean of Student Services	Kristin Harris	X	
Division Chair - Communications, English Instructor	Joe Johnston		X
Division Chair - Behavioral and Social Sciences, Government Instructor	Greg Fowler		X
Division Chair- Information and Technology, Industrial Automation Instructor	Mark Holcomb		X
Division Chair- Math and Science, Math Instructor	Paula Whitman		X
Director of Enrollment Management/Registrar	Amanda Raines	X	
Director of Continuing Education	Christina Feldman		X
Director of Financial Aid	Melissa Elliott	X	
Director of Human Resources	Haven David	X	
Director of Institutional Advancement Executive Director, Vernon College Foundation	Michelle Alexander		X
Recruiting Coordinator	Rachel White		X
Institutional Support Specialist	Jim Binion	X	
Director of Library Services	Marian Grona	X	
Director of PASS Department/ Coordinator of Office for Students with Disabilities	Deana Lehman	X	
Director of Student Success Pathway	Criquett Lehman	X	
Early College Start Coordinator	Melissa Moore	X	
Marketing and Community Relations, Coordinator	Holly Scheller		X
Director of Distance Education and Learning Technologies	Roxie Hill	X	

Student Information Software Coordinator	Ivy Harris		X
Counselor	Clara Garza		X
Counselor	Lindsey David		X
Director of Quality Enhancement, Faculty Speech Instructor, and SACSCOC Leadership Team	Dr. Donnie Kirk	X	
Faculty Senate Representative, History Instructor	Jason Scheller	X	
Faculty Senate Representative, Psychology Instructor	Lori Arnold		X
Faculty, Math Instructor	Christina Hoffmaster		X
Director of Instructional Assessment, Faculty- Math Instructor	Dr. Brad Beauchamp	X	
SACSCOC Leadership Team, History Instructor	Bettye Hutchins	X	
Coordinator of Tutoring Center	Amber Hunsaker	X	
Business Office Manager	Mindi Flynn	X	
Student Billing Accountant	Christie Lehman		X
Students – Two Student Government Representatives	??		X
Administrative Assistant/Director of Institutional Effectiveness	Anna Martin	X	
Administrative Assistant/Dean of Instructional Services	Judy Ditmore	X	
Benefit Coordinator/Human Resources, Administrative Assistant/Physical Plant, Employees Forum Representative	Toni Jones		X
Administrative Assistant/Instructional Services	Linda Haney		X
Administrative Assistant/Instructional Services	Michelle Downes	X	
Administrative Secretary to the President	Mary King	X	
Employees Forum Representative	Rosa Alaniz	X	
President, Athletics Representative and SACSCOC Leadership Team	Dr. Dusty Johnston	X	

- Approval of January 25, 2019 minutes **(Exhibit A, Action Item)** – Motion by Mindi Flynn to approve, second by Judy Ditmore, motion passed.
- SACSCOC
 - Compliance Certification Reaffirmation Report Update – Step 3 – QEP response mailed March 12, 2019 – delivery receipt March 15, 2019
 - Substantive Change Notifications mailed and received by SACSCOC:
 - Sheppard Learning Center closure as a site offering 25% to 49% of a program
 - Paramedic Program Certificate reactivation
 - Substantive Change (New) – Notification of potential for Wichita Falls ISD Career Education Center, 500 E. Hatton Road, Wichita Falls, TX 76302 to offer, over a two year period, a delivery mode of more than 25% and less than 50%... **(Exhibit B, Action Item)** – Motion by

Shana Drury, second by Amanda Raines, motion passed.

- Planning Calendar (Exhibit M)
 - College Effectiveness Committee -
Review and approve Vernon College Annual Action Plan 2019-2020
 - ✓ Facilities Plan and Committee Recommendations – Garry David, Chair (Exhibits C, D, and E, Action Item) – Motion by Rosa Alaniz, second by Melissa Elliott, motion passed.
 - ✓ Personnel Plan and Committee Recommendations – Dr. Dusty Johnston (Exhibits F and G, Action Item) – Motion by Criquett Lehman, second by Mindi Flynn, motion passed.
 - ✓ Technology Plan and Committee Recommendations – Ivy Harris, Chair (Exhibit H, I, and J, Action Item) – Following discussion of potential updates due to changes in Technology, motion by Haven David, second by Jason Scheller, motion passed.
 - ✓ Institutional Improvement – College Effectiveness Committee oversight (Exhibit K, Action Item) – Motion by Jason Scheller, second by Dr. Donnie Kirk, motion passed.
 - ✓ 2019-2020 Annual Action Plan (Exhibit L, Action Item) – Motion by Mindi Flynn to approve as a recommendation to the Board of Trustees, second by Jason Scheller, motion passed.

Dr. Johnston thanked the committee and shared that their actions were an excellent conclusion to the planning process.
Betsy Harkey thanked the committee for their work, comments, questions, and review prior to the meeting.

- Spring meeting schedule - April 26, 2019. Agenda will include the Student Success Updates.
- Adjournment – the meeting adjourned at 9:40 a.m.