

College Effectiveness Committee

Minutes

November 30, 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	X	
Dean of Administrative Services	Garry David		X
Dean of Student Services	Dr. Jim Nordone		X
Vice President of Instructional Services	Dr. Elizabeth Crandall	X	
Associate Dean of Instructional Services	Shana Drury	X	
Associate 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	
Instructional Design and Technology Coordinator, Faculty	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
Coordinator 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	Marcos Rodrigues-Delgado		X
Administrative Assistant/Director of Institutional Effectiveness	Anna Martin	X	
Administrative Assistant/Associate Dean of Instructional Services	Judy Ditmore	X	
Administrative Assistant/Human Resources – 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	

Guest: Misti Brock

- Approval of October 19, 2018 minutes (Exhibit A, Action Item) – Motion by Greg Fowler to approve, second by Jason Scheller, motion passed.
- SACSCOC Compliance Certification Reaffirmation Report Update – Step 3 – Plans for QEP response (deadline March 1)
- Mapping of Student Success update at November meeting – moved to January meeting
- Planning Calendar November and December (Exhibit B)

-College Effectiveness Committee

-Review, enhance as needed, and approve Strategic Plan Components including Primary Goals 2019-2023 and Priority Initiatives 2019-2020. (Exhibits C and D, Action Items moved from November meeting)

Motion by Paula Whitman, second by Michelle Alexander to edit Primary Goals to ensure students are listed first in Primary Goals # 1 and 4 for 2019-2023. Motion passed.

1. Vernon College will operate with integrity to ensure the fulfillment of its mission through structures and processes that involve the students, Board of Trustees, administration, faculty, and staff (programs, policies, procedures, processes, and practices).
4. Vernon College will promote a life of learning for its students, faculty, administration, and staff by fostering and supporting inquiry, creativity, practice, and social responsibility in ways consistent with its mission (professional development, QEP, student engagement, continuing education, and community outreach).

Motion by Ivy Harris, second by Jason Scheller to approve Primary Goals 2019-2023 with changes. Motion passed.

Submitted for discussion –

- ✓ Priority Initiative #8 is worded a little awkward. #8 *Develop processes for fundraising and alumni to better support the College's needs through more external funding and the building of a strong alumni base.* I would suggest breaking it out into 2 separate items. #8 *Develop processes for fundraising to better support the College's needs through more external funding.* #9 *Build a strong alumni base to support the college.*
- ✓ Priority Initiative #3 - I think we have already accomplished incorporating the general education outcomes and creating assessments.

Motion by Jim Binion, second by Jason Scheller to edit PI #3. Motion passed.

3. Ensure the assessment for continuous improvement of general education, program, and student learning outcomes

Motion by Dr. Donnie Kirk, second by Shana Drury to edit PI #4. Motion passed.

4. Implement the SACSCOC approved Quality Enhancement Plan that focuses on Success through Inquiry.

Motion by Jim Binion, second by Rosa Alaniz to edit PI #8. Motion passed.

8. Sustain and intensify external fundraising to better support the College.

Motion by Judy Ditmore, second by Christie Lehman to add PI #9. Motion passed.

9. Strengthen the alumni base to support the College.

Motion by Deana Lehman, second by Dr. Elizabeth Crandall to approve Priority Initiatives 2019-2020 with changes, motion passed.

- Fall meeting schedule – December, components of the College begin work on 2019-2020 Annual Action Plans
- Adjournment – The meeting adjourned at 9:50 a.m.