



## Institutional Effectiveness Committee

### MEETING MINUTES

Thursday, October 3, 2013  
2:00-3:00 PM in the Board Room

Members Attending: Dr. Walter Bartlett, Gretchen Bell, Dr. Doris Carver, Wayne Cohan, Lisa Covington, Mike Dossett, Carolyn Funderburk, Walter Montgomery, Jeffry Paton, Lee Proctor, Kelly Schelin, Shelly Stone,

Members Absent: Debra Harlow, Brandy Loftis, Robert Simons, Bryana Woods

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Jeff Paton called the meeting to order at 2:03 PM.

#### **Action Item:** 2013-14 Institutional Effectiveness Plan

Committee members engaged in separate discussions about updating the College Mission as well as updating the College Goals and Objectives from the PCC 2010-15 Strategic Plan, all of which are contained in the IE Plan, since these reviewing and updating responsibilities are identified explicitly in the assigned roles of the IE Committee.

**College Mission:** This discussion focused on the understandably stable nature of the College Mission. The Committee members present did not recommend changing the Mission at this time, but did not rule out updating the Mission as a prerequisite to or as part of the anticipated strategic planning process to update the 2010-15 PCC Strategic Plan.

**College Goals and Objectives:** The Committee discussion concentrated on how best to monitor, over time, confirmation that College Service Area Outcomes (SAO) plans and Student Learning Outcomes (SLO) plans effectively address the PCC College Goals and Objectives. The Committee did not recommend changes to the Goals and Objectives, again referring to the anticipated strategic planning process to develop a new five-year strategic plan. However, the Committee did recommend the maintenance of a table illustrating, over time, the frequency of items in the SAO and SLO plans addressing specific College Goals and Objectives and the achievement of these items, to ensure that each individual Goal receives attention. By consensus, the Committee instructed the Director, Research and Institutional Effectiveness (Jeff Paton) to design and maintain this table monitoring the alignment of SAO and SLO plans with the PCC College Goals.

**After this review and discussion, the Institutional Effectiveness Committee voted unanimously (without abstentions) to recommend to the Executive Council approval of the 2013-14 Institutional Effectiveness Plan by the Piedmont Community College Board of Trustees. This recommendation includes reaffirmation of the Piedmont Community College Mission Statement and as adopted by the Board of Trustees in Spring 2010 and the College Goals and Objectives from the 2010-15 PCC Strategic Plan adopted by the Board of Trustees in July 2011.**

Jeff Paton adjourned the meeting at 2:40 PM.