



## Institutional Effectiveness Committee

### MEETING MINUTES

Tuesday, April 30, 2013

2:00-3:30 PM in A-106

Members Attending: Dr. Walter Bartlett, Robert Simons, Dr. Doris Carver, Mike Dossett, Shelly Stone, Gretchen Bell, Walter Montgomery, Wayne Cohan, Lisa Covington,

Members Absent: Debra Harlow, Brandy Loftis, Matt Jones

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

**Action Items:** No action items were proposed at this meeting.

**Discussion Items:**

1. Jeff Paton reminded the Committee members present that they had previously approved the minutes of the 12DEC2012 IE Committee meeting via email. Jeff sought permission to continue this practice, to eliminate the delay in reporting IE Committee actions imposed by waiting to the succeeding meeting to approve minutes of the previous meeting. The members present encouraged continuation of the email approvals.
2. Mike Dossett provided a brief SACS Update, reporting the latest submission of the College Response to the On-Site Committee Report. Mike described the remainder of the reaffirmation process. The On-Site Committee Report and the College Response are reviewed by the Committee on Compliance and Reports (C&R), a standing committee of the SACS Commission on Colleges (SACS COC). The Committee on Compliance and Reports recommends action on reaffirmation to the Executive Council of the Commission. The Executive Council in turn recommends action to the Commission on Colleges, which makes the final decision. These decisions are announced to the College Delegate Assembly during its annual business session. This business session will occur during the SACS COC Annual Meeting on December 7-10, 2013. *(The likelihood that our SACS liaison, Barry Goldstein, might share news of the C&R recommendation with Dr. Bartlett or Mike Dossett prior to the December meeting was discussed without drawing any certain conclusion.)*
3. Jeff Paton reviewed the new NCCCS Performance Measures and projections comparing performance on the new measures among institutions in the System. These measures are intended eventually to be the "quality" basis of a two-part performance-based funding model for NC Community Colleges reflecting both institutional quality and total enrollments or completions. Based on the current projections, PCC performs near the middle of the pack for four of the six measures and in the top third for two of the six. The implementation of the performance-based funding initiative depends upon State legislative actions to fund the project. Prospects for immediate implementation are a long-term rather than short-term likelihood.

4. Jeff Paton distributed a copy of the PCC Strategic Goals and Annual Priorities and reminded the members that these goals and the priorities were approved by the Committee at the December 2013 meeting. The Committee will review the progress of College efforts to achieve these goals and priorities in Fall 2013, when program area and service area assessment results become available.
  
5. Jeff Paton briefly referred to College Policy 2.28 – Substantive Change and College Policy 2.30 – Institutional Effectiveness. Monitoring College compliance with these two policies is the primary responsibility of the IE Committee. As a consequence of the College-wide activities associated with the reaffirmation of SACS accreditation, program and policy revisions, additions, and deletions are currently “up-to-date.” Moreover, recent communication from SACS disclosed that the fairly conservative PCC strategy of reporting any change exceeds the intent of SACS requirement for reporting substantive changes. Jeff pointed out the identical wording of Policy 2.30 and the SACS COC Core Requirement 2.50 (Institutional Effectiveness) in *The Principles of Accreditation*, explicitly adopting the SACS IE Core Requirement as College policy.
  
6. Jeff Paton invited discussion about the timeline and process for updating the PCC 2010-2015 Strategic Plan. After some initial discussion, the Committee concluded that the updated plan should be available for approval by the Board of Trustees at the 2014 fall Board meeting. This conclusion motivated a sense of urgency. After considerable additional discussion the Committee members present encouraged Jeff Paton to proceed promptly to identify a process to gather and analyze stakeholder input during the 2013 fall semester for review/analysis by subcommittees assigned to develop specific components of an updated strategic plan during the 2014 spring semester. This timeline would provide for College-wide and external review of proposals late in the 2014 spring semester and an opportunity for refinements and final editing of the updated strategic plan during summer 2014. (As an alternative, the review could occur as late as the beginning of the 2014 fall semester with immediate refinement and final editing in time for the fall Board meeting—typically in October.)
  
7. For the Good of the Order: In response to Jeff Paton’s invitation to comment about recent data analysis activities, Dr. Bartlett reiterated the growing importance of operating data for making informed decisions about effective resource use to address deteriorating financial prospects. The College must find ways to “do more with less” in the immediate future. This observation stimulated comments about student recruitment and retention strategies from several Committee members.

Jeff Paton adjourned the meeting at 3:07 PM.