



Institutional Effectiveness Committee Meeting Minutes

January 21, 2022

1pm – 2pm

Zoom / Room D120

Attendees

Dr. Michele Mathis, Kathy Oakley, Dr. Shelly Stone-Moye, Rosalind Cross, Jonathan Bradsher, Dr. David Townsend, Dr. Pamela Senegal, Hunter Ashworth, Lisa Cooley, Tina Lawrence, Beth Townsend

Welcome

Motion

Approve meeting minutes from 12/1/21 - A motion was made by Dr. Townsend to approve the minutes as written and seconded by Lisa Cooley, the minutes were approved by the committee unanimously.

Reaffirmation update

Things are going well, the Business Office is currently locating audit documents and are near the finish line. There are still lots of Human Resources documents needed. BB and SD are finishing up. The core requirements were sent to Dr Bill Ingram. He thought we did a good job on the narratives and sent some specific things to look at. Once the second narratives are sent to him, Michele will share his findings. The other narratives will go to Dr Ingram on Monday and the complete document to Dr Senegal the first week of February. The final plan is the first draft and second draft to Dr Ingram, fine tune the narratives he will not review and then send the complete report to Dr Senegal.

One of the last policies has been posted, 5.7 and the last Policy 1.6 is pending from the BOT.

Updates to the strategic implementation plan

Year 1 Plan 2021-2022 – There will lots of baseline setting this year. We will continue to focus on the five objectives in the SP spreadsheet and see if we can move the needle. Actual data will be recorded in year two.

We need to make specifics about what we are going to measure. If there is better data it needs to be added to the spreadsheet. Tactics and Strategies used, Baseline Data (source) and Comparison data was added to the spreadsheet. The next implementation plan will have year 1 implementation continued and the remainder of priority 1 objectives will be added as year 2 baseline objectives.



Dr Senegal thanked you everyone for their engagement in this process and Michele for keeping us on track.

New Business

2022-2023 IE plan will include the new Implementation plan and we will vote on it at our next IE meeting in late April. This will put us on track with our timing so each year at the end of the academic year we are voting on the new plan.

Adjournment

Kathy Oakley made a motion to adjourn and Dr Senegal seconded with a thumbs up.

Meeting adjourned at 3:25 pm

As recorded by Lisa Palmer