

ACC Meeting Name: **Institutional Effectiveness Committee**

Meeting Date: November 16, 2012

Time: 1:30pm to 3:30pm

Location: HBC, Room 301

Co-chairs: Soon Merz and Ron Johns

Members Present: Ann Palmer, Bailey Kral, Bonnie Spanogle, Charles Quinn, Chris de la Ronde, Daniel Ohanlon, Denise White, FC Caranikas, Jason Vidrine, Lola Cowling, Marcus Jackson, Margaret Reid, MaryJane McReynolds, Robert Bermea, Ron Johns, Soon Merz and Steve Clary.

Guests: Matthew Pappas

Support Staff: Judith Wynn

Members Absent: D'Maris Allen-Mierl, David Borden, Hector Aguilar, Jim Nelson, Kathleen Christensen, Kathy Walton, Kelly Stockstad, Kimberly Hawkins, Kirk Kelly, Laura Ore, Lyman Grant, Michiel Davis, Mike McCarthy, Mike Midgley, Nancy Laudenslager, Rich Griffiths, Rhonda Boyce, Sylvia Galvan-Gonzales and Willie Martinez.

Agenda Item 1: Welcome

Presenter: Soon Merz

Discussion: Soon welcomed members to the meeting.

Decisions/Actions: No decisions at this time.

Agenda Item 2: Approval of Minutes from last meeting

Presenter: Soon Merz

Discussion: The minutes were approved unanimously by consensus.

Decisions/Actions: The minutes for the October 19, 2012 meeting were approved.

Agenda Item 3: SACS Discussion

Presenter: Soon Merz / Bailey Kral

Discussion: Bailey reported on the recent SACS On-Site Visit and said the interviews went very well and the on-site team was friendly and cordial. Several members of the committee, who attended the interviews, agreed that it was a positive experience. Bailey reported that the on-site team was very enthusiastic about our QEP proposal and we received no recommendations on the QEP. This is unusual because most institutions generally get some recommendations on their QEP. Bailey said the Curriculum and Programs Committee met today and have already started working on some of the recommendations, however we are still waiting on the report from the on-site team that will provide details of the recommendations. The details will help in determining what actions need to be taken to address the recommendations in the assessment area, particularly in the SSR and the DAC. Bailey noted that our response to the on-site team's recommendations is due in April of 2013 and that the decision on our reaffirmation will be made at the June SACSCOC Board meeting.

Bailey commented that our warning status for substantive change will be determined at the December SACSCOC Board meeting.

Decisions/Actions: No decisions at this time.

Agenda Item 4: Academic Master Plan Discussion

Presenter: Soon Merz

Discussion: Soon reported that the AMP committee continues to meet to work out how all the processes will fit into the Academic Master Plan; for example, the DAC is a semester process and the AMP is an annual process so meshing the two is an to be resolved. Soon also reported that a workgroup has been meeting to talk about the role of the IPC and its future. The future of the IPC may be determined by the final processes being developed in the Academic Master Plan process.

Decisions/Actions: No decisions at this time.

Agenda Item 5: Instructional Program Review (IPR) Report

Presenter: Marcus Jackson

Discussion: Marcus reported that there have been no big changes since the last meeting. SWOTs are currently being scheduled and 5 have been completed so far out of the 17 programs going through the review process. He noted that there had been some major concern from those departments doing IPR and AMP at same time. However, many self study and department chairs expressed that the IPR-AMP Crosswalk tool that Marcus created was very helpful in completing their Academic Master Plan and IPR reports. The IPR committee's last meeting focused discussion on the relationship between IPR and AMP, and the implications for the future existence and function of the committee.

Decisions/Actions: No decisions at this time.

Agenda Item 6: Discipline Assessment Cycle (DAC) Report

Presenter: Ron Johns

Discussion: Ron reported that the committee met last week. He noted that DAC needs to be built around assessment and that part of the reason we've been so aggressive on assessment is that we're trying to catch up until we can get 3 cycles of data, one of our issues with SACS.

Decisions/Actions: No decisions at this time.

Agenda Item 7: Support Services Review (SSR) Report

Presenter: Daniel Ohanlon

Discussion: Daniel gave a brief report on SSR and said there are 20 units going through review this year. Nine units have already scheduled their SWOTS. Daniel commented that the A to E outcome development tool is being incorporated and receiving good reviews thus far.

Decisions/Actions: No decisions at this time.

Agenda Item 8: IEC Functions

Presenter: Soon Merz

Discussion: Soon opened to the floor for discussion on future changes to the IEC. The main discussion centered around the need for improved training on assessment, outcomes and measures development; (professional development workshops, webinars, an "Assessment/Retreat Day" and what to name it, and a newbie session on assessment). It was suggested that there be two subcommittees, one for professional development and the other to look at research on best practices in assessment. Marcus will send out an email to recruit volunteers for these subcommittees. It was also suggested that we bring in subject matter specialists on assessment as a professional development opportunity for the committee.

Decisions/Actions: No decisions at this time.

Agenda Item 9: Announcements

Presenter: Soon Merz

Discussion: No announcements

Decisions/Actions: No decisions at this time.

Agenda Item 10: Adjournment

Presenter: Soon Merz

Discussion: The meeting was adjourned at 3:21pm.

Decisions/Actions: No decisions at this time.

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