

ACC Meeting Name: Office of Institutional Effectiveness and Accountability

Date: July 31, 2008

Time: 9:30

Chair: Soon Merz

Location: HBC 603.0

Attendees:

Soon, Rich, Alice, Anna, Swapna, Lina, Charlene, Connie.

Minutes

Agenda Item 1: Review of Minutes

Presenter: All

Discussion:

The minutes for June 26, 2008 were reviewed.

Decisions/Actions:

The minutes for June 26th, were approved with changes.

1. Check for bolding errors.

Follow Up Items and Responsible person:

Agenda Item 2: SACS Visit

Presenter: Soon

Discussion:

1. The date of the SACS visit is undetermined, but according to Dr. Gerald Lord, the SACS contact who is coordinating our visit, the visit will last two to four hours and will be sometime before August 31, 2008.

Decisions/Actions:

Follow Up Items and Responsible person:

Agenda Item 3: New Employee Updates

Presenter: Soon

Discussion:

1. The search committee for the Institutional Planning and Assessment Coordinator position has recommended three candidates for the second interview with Soon. Soon will interview only two of these candidates. Soon has interviewed one applicant today and will interview one more applicant tomorrow.

Decisions/Actions:

Follow Up Items and Responsible person:

Agenda Item 4: Projects Calendar

Presenter: Soon

Discussion:

1. ICS – Ready to proof in a couple of days.
2. THECB reports
 - a. 001 and 004 – In progress.
3. SENSE - Rich needs to contact deans regarding the survey.
4. IPR – Deadlines for the IPR summary has been moved to April 30th.
5. Kansas Study – Complete.
6. Spring Nursing Survey – In progress. Swa^{pn}a will import data into SAS.
7. Master Plan Re-write – Soon has completed.
8. Fact Book – Charlene reported that the Fact Book is almost ready to print.
9. Data Warehouse – Soon is checking with the SAS account representative on the cost for adding Enterprise Miner to our Data Warehouse tools.

Decisions/Actions:

Follow Up Items and Responsible person:

1. Roslyn will proof the ICS document.

Agenda Item 5: Announcements

Presenter: Soon

Discussion:

1. Soon will be at EVC in the morning for the College Readiness Forum.
2. Soon plans to take a week vacation in September.
3. Staff needs to start pulling GRS data from Student Clearinghouse.

Decisions/Actions:

Follow Up Items and Responsible person:

Alice will schedule a meeting regarding using Student Clearinghouse to pull GRS data.

Agenda Item 6: Newsletter

Presenter: Charlene

Discussion:

Soon reminded Alice and Charlene that the Newsletter will be emailed with the text pasted into the email.

Decisions/Actions:

Follow Up Items and Responsible person:

Alice will email the newsletter using the ACC listserv.

The meeting was adjourned at 11:30.

Next meeting: August 28, 2008
