

ACC Meeting Name: Office of Institutional Effectiveness and Accountability

Date: April 20, 2006	Time: 9:30
Chair: Soon Merz	Location: HBC 603.0
Attendees: Soon, Ziv, Roslyn, Alice, Jim and Carol.	

Minutes

Agenda Item: Review of Minutes **Presenter:** Soon

Discussion:

Decision/Actions:

The Minutes for the April 13 meeting will be reviewed on May 4.

Follow-Up items: Minutes for April 13

Person responsible: Alice

Agenda Item: Announcements **Presenter:** Soon

Discussion:

- IPEDS have been completed.
- A draft of the South Austin Campus substantive change prospectus for SACS has been submitted to Steve. Some changes are being made to the prospectus. The substantive change prospectus is targeted to be submitted to SACS by April 30.
- Phase III of the VCT Abbreviated Compliance Certification is due April 28.
- Soon will present to IPC members on Friday the integration of the Master Plan with the budget for prioritizing new money requests related to Master Plan initiatives. The Master Plan document needs to be complete by May 31. The Master Plan will be presented to the Board on July 5.
- Soon met with Drew Scheberle and Sam Archer of the Greater Austin Chamber of Commerce an ACC report card showing the status of education. The OIEA office will provide already available data for this project.
- Soon met with Jim Walker and Susan Dawson about a high tech group that will be looking at chronic educational issues. The OIEA office will provide already available data for this project. ACC will be providing the space for this group.
- Soon announced that the ICS Online Survey is ready to be released. The College-Wide and Campus-Based Surveys have been combined into one survey.
- The Upward Evaluation reports have been sent to John Caporusso.
- The South Austin Campus is on schedule and will be opening for the fall semester.
- Soon and Roslyn thanked Carol for doing an amazing job with the links for SACS.
- Alice will reschedule the data meeting. This meeting is to plan what data extracts to pull once a year to meet all our data needs.
- IPR process is changing this year so that it will be an easier task for instructors. Annette needs to know about the change.
- Soon is planning to send OIEA staff to SAS training next year. Let Soon know if you want to take Enterprise Guide web class so she can enroll you.
- Jim will be in charge of the Q drive project.

Decision/Actions:

- Reschedule the data meeting.
- Update Annette on changing IPR process.

Follow-Up items:

- Reschedule the data meeting.
- Update Annette on changing IPR process.

Person responsible:

Alice
Roslyn

Agenda Item: Staff Updates

Presenter: Soon

Discussion:

Roslyn

1. Ran status report for U-LEAD documentation by Dean Area
2. Sent reminder to U-LEAD users to update assessment documentation for 2005 for their programs
3. Edited and inserted core requirements and comprehensive standards responses into South Austin Campus substantive change prospectus
4. Distributed draft prospectus to all authors and to IE Cluster group members for review and feedback
5. Requested additional documentation links and information for the prospectus
6. Verified new members had been appointed to IPR committee per guidelines
7. Investigated IPR committee and self study chairs stipend payment issue
8. Planned agenda and coordinated preparations for IPC meeting

Carol

1. Created resource list for SACS substantial change document
2. Put links to resources into SACS document

Decision/Actions:

Follow-Up items:

Person responsible:

Other Information

Next Meeting Date: May 11, 2006 **Time:** 9:30 **Location:** 603.0