

ACC Meeting Name: Office of Institutional Effectiveness and Accountability

Date: May 25, 2006 **Time:** 9:30
Chair: Soon Merz **Location:** HBC 603.0
Attendees:
Soon, Ziv, Connie, Charlene, Annette, Alice, Jim and Carol.

Minutes

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

Discussion:

Review of April 13 and April 20 meeting minutes.

Decision/Actions:

- The Minutes for April 13 were approved.
- The Minutes for April 20 were approved with changes.
- Soon reminded all to email her if they want to take the Enterprise Guide training web class.
- Under **Announcements** change: The South Austin Campus is on schedule and will be opening June 15 to The South Austin Campus is on schedule and will be opening for the fall semester.

Follow-Up items: **Person responsible:**

Agenda Item: Hourly for Grad Survey **Presenter:** Soon

Discussion:

The staff discussed hiring an hourly employee for the Grad Survey.

Decision/Actions:

- Soon suggested the possibility of changing to a web survey with a financial incentive.
- OIEA needs to start looking at ways to report on this data.
- Soon will investigate outsourcing for making calls to graduates.
- Charlene will check with Toni about working on the spring and summer graduates.

Follow-Up items:

Person responsible:

- Explore ways of gathering follow-up graduate data. All
 - Research outsourcing costs for graduate follow-up. Soon
- An hourly has been hired to help now.

Agenda Item: IPR Process **Presenter:** Soon

Discussion:

OIEA staff discussed changes to the IPR process this year.

Decision/Actions:

- OIEA will not be doing binders for IPR this year.
- OIEA will create a database of the data for the forms to be populated from.
- Faculty find the current process cumbersome.

Follow-Up items:

Person responsible:

- Create database. Annette
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Agenda Item: Staff Updates

Presenter: Soon

Discussion:

Jim

1. Working on Indicator Project.

Carol

1. Supported OIEA staff by making routine web updates.
2. Cleanup of SACS links.

Charlene

1. Completed the Thompson Peterson Survey.
2. The Personal Fitness Training Survey is in progress.
3. Helping with College Connections.
4. Beginning NCCBP documentation notebook and survey.
5. Updates to IPEDS web page.

Annette

1. SASC Subcommittee Request: add Asset & Compass test results to Application Report.
2. Assisted with SACS Substantive Change document.
3. Replicated the preliminary enrollment report in SAS and add working on incorporating Ziv's additional download info to database.
4. NCCBP survey- completed information on graduate follow up results.

Connie

1. Certified Spring report.
2. Certified Fall 2.
3. Spring 002 has been submitted.
4. College Connections...

Ziv

1. Working on High Demand Report issues.

Decision/Actions:

Follow-Up items:

Person responsible:

Other Information

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