

ANNUAL REPORT
Date Due: August 19, 2015

Institutional Effectiveness Committee

University of North Alabama
Florence, Alabama

Melissa Thornton
Committee Chair

8/18/15
Date submitted

Submitted to:
Dr. John Thornell,
Vice President Academic Affairs & Provost

Dr. Darlene Townsend,
Shared Governance Executive Committee Chair, 2014-15

III. The Committee met on the following dates:

Regularly scheduled, monthly face-to-face meetings for the Institutional Effectiveness Committee took place on August 22, 2014, October 14, 2014, November 4, 2014, January 13, 2015, March 4, 2015, and April 1, 2015. E-meetings were conducted in place of the September 3, 2014 and November 14, 2014 meetings, for a total of nine meetings.

IV. What were the Committee's actions and accomplishments this year relative to each of the items of the charge?

The primary focus of the IE Committee this year was to acclimate new members to the annual reporting process and requirements, and to get the campus community familiar with the use of the new annual reporting system and the associated reporting procedures. The Committee reviewed new templates for the five year departmental review reports, assisted OIRPA with testing problems with functionality of the annual report system, and contacted department chairs and directors for feedback once annual reports were entered. These actions fulfilled sections 3, 4, and 5 of the Committee's charge. Regarding section 1, the Committee had no substantive recommendations to send forward to administration during the preceding year. Regarding section 2, the University's mission, vision, etc. did not require review or revision during this reporting period.

V. What were the Committee's formal recommendations?

N/A

VI. What does the Committee plan to accomplish

A. In the coming year?

Now that the Committee has full membership and has reached a level of stability, in the coming year it will begin reviewing the most recently submitted five year review reports, and will assess IE processes.

B. In future years?

In the future, the Committee will continue to refine IE processes in order to ensure that reporting standards are in line with SACS requirements, and that those processes are functional and efficient for all users.

VII. What are the Committee's weaknesses?

Scheduling continues to be an issue, even with such a small group, due to members' class schedules and other university service and responsibilities.

A.