

Minutes of the Meeting of September 19, 2018  
Procurement Conference Room 126

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The Institutional Effectiveness Committee was held in Procurement Conference Room (126) on September 19, 2018. The meeting convened at 1:01 pm, with Dr. Molly Mathis and Bliss Adkison facilitating.

Bliss Adkison, Dr. Molly Mathis, Melissa Medlin, Dr. Mark Foster, Dr. Leah Graham, Dr. Tera Kirkman, Dr. Joy Borah, Anita Holcombe, Candace Arnold

Dr. Ryan Zayac, Dr. Jessica Stovall

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Bliss Adkison read the charge of the committee. The IE Committee is responsible for recommendations and the developing of procedures for Institutional Effectiveness. The committee is also responsible for evaluating Annual Reviews and Five Year Reports. These factors are an important part of the University's SACS Accreditation. Bliss emphasized the importance of communication and feedback with the

The deadlines for the Annual Reports were discussed. The initial deadline for Annual Reports is September 30, 2018, with Deans having a deadline of October 30, 2018, and VPs having a deadline of November 30, 2018.

from Learning Objective to Objective or Goal, to suit the needs of Non-Academic Departments. Bliss will make the revisions and send the Rubric out to the committee to vote via E-Business by the beginning of next week.

The Committee came to the consensus, in regards to reviewing the reports, to divide into groups of two. Each group will be responsible for evaluating 20 departmental reports. It was deemed it would be best to have two individuals per review in order to facilitate discussion, should there be a disagreement in regards to scoring.

There are seven departments that participate in the five year report.

The rubric for this report has already been established in previous years, and will be used as the guide with this year's report. However, it was discussed that the committee should re-write the rubric for next year's Five Year Report and those following.

