

# Institutional Effectiveness

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| <b>Team:</b>                   | <b>UNA Institutional Effectiveness Meeting</b>  |  |
| <b>Date:</b>                   | <b>April 9th, 2008</b>  |  |
| <b>Location:</b>               | <b>GUC Room 207</b>   |  |
| <b>Facilitator:</b>            | Phil Bridgmon   |  |
| <b>Attendees:</b>              | Kennedy, Rowe, Reynolds, Luna, Bridgmon, Gatlin, Holland, Wilson, Reynolds, Horn, Fernstrom, Smith, Hansen, Shields, Warren, Bailey   |  |
| <b>Minutes:</b>                | Cheryl Fisher   |  |
| <b>Absent:</b>                 | Newson, Jacques, Hodges, Williams, Thompson, Jacobs   |  |
| <b>Guests:</b>                 |   |  |
| <b>Meeting Called to Order</b> | Dr. Bridgmon called meeting to order at 3:30 p.m.   |  |
| <b>Approval of Minutes</b>     | The minutes from the March 12 <sup>th</sup> , were not approved, there was a lack of quorum and a revision was needed. The minutes will be reviewed at the May meeting for approval.  |  |
| <b>Agenda</b>                  | <p>Members of the committee expressed praise to the College of Education regarding the successful outcome of the recent NCATE visit.</p> <p>Dr. Bridgmon presented the agenda to the committee and introduced Dr. Luna to discuss the guide changes.</p> <p>Dr. Luna gave a copy of the proposed guide changes to each committee member for review and discussion.</p> <p>There have been no major changes to the guide book at this point in time. Changes consisted of simple name changes, timeline changes and some additional clarification.</p> <p>A paragraph was added to the Assessment Overview (refer top of page 8), which identifies the primary responsibility of the Institutions Effectiveness Committee which will give SACS the impression that this is an “Administrative”</p> |  |

committee.

Dr. Luna asked the committee to carefully review the changes to the guide and opened the floor for any questions and comments.

Dr. Hansen asked for clarification regarding item number four (4) on the Executive Summary page, and will the IE committee actually revise and review all program reviews?

Dr. Bridgmon identified the program review as a process and the IE Committee provides oversight to the process of review to ensure that the process of Institutional Effectiveness is being met.

Dr. Warren wanted to know how many reports are there currently. There are at least 50 Annual Action Plan Reports. Dr. Warren also wanted to know how this will affect the charge of The Shared Governance Committee.

Dr. Luna indicated that it could be done with a change in the charge of the committee, but he would rather not do it that way. The role of the OIRPA is to ensure that institutional effectiveness is being done without a change in the charge of the Shared Governance Committee.

Dr. Bridgmon indicated that this committee is not just rubber stamping material. The committee sets its own agenda and priorities, as well as requests for action items from OIRAP.

Dr. Luna expressed his desire to have a "LISTSERV" so the committee will be able to communicate and post information that is pertinent to all members.

Randy Horn said the BANNER Team has used "LISTSERV" with great success.

Dr. Bridgman's also indicated his desire for this committee to communicate more efficiently.

Dr. Luna will present and design a word template that will be available by the next meeting to aid in the Action Plan/Annual Report.

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|  | <p><b>Cycle of Assessments</b></p> <p>There are four (4) Academic Departments currently under review. Dr. Bridgmon asked the IE Committee to move and adopt a cycle of assessment for academic and non academic departments and request that OIRAP conduct workshops for those completing reviews next AY.</p> <p>Dean Bailey – College of Nursing has agreed to be reviewed with the next cycle. If any Dean’s would like their department(s) reviewed contact Dr. Luna.</p> <p><b>Summer Workshops</b></p> <p>Dean Gatlin suggested that two (2) workshops be scheduled, one in June and the other in July.</p> <p><b>Other Business:</b> None</p> <p><b>Action Items:</b> None</p> <p>Meeting Adjourned</p> |
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