

IEC Meeting  
April 25, 2011

Attending: Andy Bosak, Brian Adler, Keaton Wynn, Mikki Guest, Bryan Davis, Cody King, Joe Krupka, David Jenkins, Lisa Cooper, Peg Ellington, Gary Kline, Ru Story Huffman, Darcy Schraufnagel

The meeting was called to order by Gary Kline. Andy Bosak made a motion to approve the minutes of the previous meeting, and the motion carried. Gary Kline asked for a committee member to serve as secretary, and Ru Story Huffman volunteered.

The chair of each sub-committee gave a report on committee actions. The chairs are as follows:

<u>Sub-committee</u>	<u>Chair</u>
Strategic Planning and Assessment	Andy Bosak
Budget Planning and Assessment	Cody King
SACS COC Reaffirmation	Keaton Wynn
Academic and Support Unit Assessment	Peggy Ellington

Andy Bosak reported on the Sub-Committee on Strategic Planning and Assessment. He stated they had conducted two meetings and had looked at the Strategic Plan to determine a goal for the committee. They are concentrating on Objective 4: Retention/Graduation rates and looking at barriers to growth.

Brian Davis suggested using the Strategic Plan to determine how the current assessment process relates to the Strategic Plan.

Brian Adler will send a copy of the Report on Retention.

Cody King reported on actions by the Sub-Committee on Budget Planning and Assessment. He stated they have four goals, including documenting budget process, budget assessment, strategic priorities action plan, and communication of COC compliance. This committee will meet again in May.

Keaton Wynn reported three meetings of the Sub-Committee on SACS COC Reaffirmation. The audit process for compliance with standards and creation of campus groups to oversee the standards was discussed. A handout detailing each standard and unit responsible was provided.

The process to assess the standards will begin fall 2011, with completion by the end of the semester.

Peggy Ellington reported three meetings of the Sub-Committee on Academic and Support Unit Assessment. She stated they have created a rubric to determine departmental roles and assessment, and has reports from academic committees forwarded by Bryan Davis. The sub-committee will contact units during the summer and develop plans if needed.

Gary Kline requested sub-committee chairs to have meeting minutes sent to him and the Library. Bryan Davis suggested a website for IEC as a location to archive minutes. The location was discussed, with a suggestion for the minutes to be placed within the COC website, administrated by Bryan Davis. It was decided for each sub-committee and the IEC to send minutes to Bryan Davis and he will organize the minutes.

Gary Kline proposed the question of sending email in advance of meetings to inform the campus community of IEC meetings. It was suggested to send an email to the faculty/staff listserv to provide updates and meeting dates as this supports the overall idea of intuitional effectiveness.

Bryan Davis also suggested the chairs of each sub-committee inform Cheri Paradise of future meeting dates, times, and locations, so she could update calendars.

The current Strategic Plan was discussed, with questions on the cycle of review. Currently, the plan is reviewed every five years, with an interruption in the process due to previous administrative changes. The committee discussed how often the Strategic Plan should be reviewed and its impact on SACS reaccreditation schedule. Brian Adler moved to adopt a seven year cycle for review of the Strategic Plan and after discussion the motion carried.

Gary Kline recommended one meeting during the summer, and asked for committee members to look at their calendars and determine dates in early June for a meeting. He asked the members to send him notice of their availability.

The meeting was adjourned at 12:00.

Respectfully submitted,

Ru Story Huffman