

**Institutional Effectiveness Committee  
Meeting Minutes  
October 11, 2012**

Members present:

Cody King, (presiding)  
Brian Adler  
Gayle Alston  
Darcy Bragg  
Lisa Cooper  
Josh Curtin  
Bryan Davis  
Lauren DiPaula  
Mikki Guest  
David Jenkins  
Joy McKenzie  
Dongwen Qi  
Ru Story-Huffman

The meeting was called to order by Cody King at 3:30.

- Approval of Minutes of August 23, 2012

The minutes for the August 23, 2012 meeting were presented. While reviewing the listing of the subcommittee selections, the following members were announced as chairs of their subcommittees:

Strategic Planning and Assessment--Lauren Dipaula

Budget Planning and Assessment—David Jenkins

SACS-COC—No chair selected

Academic and Support Unit Assessment-Peggy Ellington and Mikki Guest (co-chairs)

Brian Adler moved that the minutes be accepted and seconded by Dongwen Qi. Motion approved.

- Report of Budget Planning and Assessment Committee

David Jenkins presented his report for the Budget Planning and Assessment subcommittee:

The subcommittee met several times and decided to conduct a survey of the most recent budget process to gather feedback for data and assessment. There were two parts to the survey-- one for the educational and general funds budget and one for the minor repair and rehabilitation prioritization process. The surveys were sent out to the Business and Finance Committee, the Deans, the Physical Plant Director, and the VPs that were involved in the budget process. Based on the feedback, the subcommittee presented the following recommendations:

1. Start budget process earlier in the year.
2. Leave salaries off the faculty requests.

After some discussion, the two proposals were voted on. The recommendation to start earlier passed with a unanimous vote. Cody King suggested that this year the process start in October and the committee will meet in January, with the process being completed in February. The second recommendation of leaving off salaries passed with only one vote opposing.

- Last Year's Recommendation Revisit

Cody King read the following minutes from the April 25, 2012 Faculty Senate Meeting:

*Dr. Bosak presented an issue from the Institution Effectiveness Committee. The IEC has been looking at NSSE/FSSE data and decided to look more closely at critical thinking assessment. The IEC wanted to make a recommendation to the Faculty Senate that GSW focus on strengthening and improving critical thinking on campus, not just in academic units but campus-wide. Dr. Davis added that although our NSEE and FSSE scores were at the mean, the IEC would like them to be better. Discussion of this issue involved questions about the definition of "critical thinking", whether or not this proposal was redundant with the existing efforts related to core curriculum development that had been implemented in English composition classes, what exactly approving the IEC's proposal would accomplish in practical term, and whether or not the Deans should be involved in formulating a plan of action regarding critical thinking operationalization and assessment. The group voted to table this issue until these issues could be resolved.*

After some discussion it was decided that we would wait until the upcoming Assessment Day in December to come up with a new narrower focus based on the qualitative data from the English classes. It was also discussed that part of the annual reviews and the assessment rubric should include a section that asks what you are doing with critical thinking, how you are assessing it, and what the outcomes are. Lisa Cooper moved that this should be brought to a vote. Bryan Davis seconded the motion. The motion was passed.

- Progress Reports from Subcommittees

**Academic and Support Unit Assessment**—Bryan Davis reported for this subcommittee. He proposed a recommendation from the subcommittee a three-year rotating plan for reviewing assessment data. Last year, which was the first year, they did a review of academic programs. This year, which is year two in the process, they will review administrative support units. Next year, which would be the third year of cycle, they will review academic and student support units. This proposal was voted on and passed unanimously.

**SACS-COC Subcommittee**—Bryan Davis also reported for this subcommittee. He announced the creation of a larger committee created from this subcommittee as the SACS-COC On-Site Review Committee. Members of this committee are:

Darcy Bragg, IEC and Leadership Team representative  
Feng Xu, IEC Representative  
Paige Bragg, IEC Representative and Student Representative  
Chu Chu Wu, Faculty Representative  
Tiffany Gregory, Staff Senate Representative  
Josh Curtin, Student Affairs Representative  
Etrat Fathi, Student Affairs Representative  
Royce Hacket, OIIT Representative  
Beth Morris, OITT Representative  
Amber DeBaise, Auxiliary Services Representative  
TBA Representative from the QEP Committee once that is formed.

This committee will meet on October 12 to choose a chairperson. Whoever is elected as the chairperson of the SACS On-Site Review Committee will attend Shaw University's on site review on March 26-28, 2013.

Regarding QEP topic selection, the selection committee recommended the two topics of Windows to the World and Praxis: A Call for Community Engagement to the SACS Leadership Team. The Leadership Team met and decided more assessment data was needed for both proposals. Once the data is collected to assess the need for both of these, the Leadership Team will meet again on November 2, 2012, to make a selection. Once the QEP selection has been made, the QEP selection committee will cease to exist, and a new committee will be formed with the task of carrying out the plan for the QEP

Annual reports are due on October 31, 2012

Our SACS Vice President, Cheryl Cardell, will visit campus on April 10 and 11, 2013 for a consultation visit.

**Strategic Planning and Assessment**—Lisa Cooper reported for this subcommittee. They will have a report at the next meeting after looking at annual reports. They will be reviewing the strategic planning parts of those annual assessments. They will also be reviewing newsletters and developing a survey to gather more information.

The next IEC meeting will be on November 15, 2012.

Meeting was adjourned at 4:33.

Minutes submitted by Darcy Bragg.