

Institutional Effectiveness Committee
Meeting Minutes
November 15, 2012

Members present:

Cody King, (presiding)
Brian Adler
Darcy Bragg
Bryan Davis
Lauren DiPaula
Mikki Guest
David Jenkins
Kelly McCoy
Joy McKenzie
Dongwen Qi
Feng Xu

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

- Approval of Minutes of October 11, 2012

The minutes for the October 11, 2012 meeting were presented. Mikki Guest moved that the minutes be accepted and seconded by Dongwen Qi. Motion approved.

- Progress Report of the Strategic Planning and Assessment Subcommittee

Lauren DiPaula reported that they are in the process of reviewing departments' annual reports and have categorized what each department reported doing related to the strategic plan. They will present data on how many departments used a strategic plan for their own unit and how many used the university's strategic plan. The suggestion was made that the annual report be reworded to be clearer about that. The subcommittee also started going through newsletters of different units to look for evidence of progress towards strategic goals. They will also be conducting a survey to collect more data. A report will be presented at the December meeting.

- Complete College Georgia and Moving Forward

Brian Adler presented the structured action plans that are a part of our strategic goals. This was part of the Complete College Georgia report that was submitted.

- Progress Reports from Subcommittees

Budget Planning and Assessment Committee--Cody King reported that for this year's budget process, departments have asked to have their requests in by the first of December. The budget

hearing for the Board of Regents has been set for March 6, 2013 at 11:00. Campus budget hearing dates will be set for before then.

Academic and Support Unit Assessment--Bryan Davis reported for this subcommittee. He has assigned out the units to subcommittee members and they have scored section 3 of the annual reports. A report will be prepared for the December meeting with some recommendations. It was suggested that to avoid procrastination with completing annual reports, that a calendar checklist be created.

SACS-COC Subcommittee—Bryan Davis also reported for this subcommittee. He announced that Tiffany Gregory was selected as the chair of the SACS On-Site Visit Committee. She will attend Shaw University's on site review on March 26-28, 2013. Our SACS Vice President, Cheryl Cardell, will be on campus on April 10 and 11, 2013, for a consultation visit. She will be reviewing the compliance certificate and meeting with members of the SACS Onsite Visit Committee.

The next IEC meeting will be on December 13, 2012 from 10:00-2:00. Lunch will be served

Meeting was adjourned at 4:05.

Minutes submitted by Darcy Bragg.