

Institutional Effectiveness Committee
Agenda
Tuesday, September 19, 2023 11:00 AM
President's Conference Room

Welcome

Approval of the Minutes (April 19, 2023)

Introduction of New Members

Reviewing the charge of the Committee

Assignment of Subcommittee and Task Force

- Assessment Review Subcommittee
- Strategic Plan Assessment Task Force

Set Meeting Schedule for Fall Term

Institutional Effectiveness Committee (IEC)
September 19, 2023; 11:00 AM

Members Present

Alaina Kaus, Chair
Brian Mallett, Secretary
Allen Brown
Bokshim Fox
Bryan Davis
Kina Davis
Christa Faison
David Jenkins
Jill Drake
Karlie Gillam-Levering
Michele McKie
Rhonda Slocumb
Shawn McGee

Welcome

The chair, Alaina Kaus, welcomed members of the committee and highlighted the agenda for this meeting. Bryan Davis shared a PowerPoint slide deck with an outline of topics to be covered.

Approval of the Minutes from April 19, 2023

Minutes from the April 19, 2023 meeting were distributed in advance. The committee voted to approve the minutes as presented.

Introduction of New Members

New members for this year are: Karlie Gillam-Levering (Athletics); Kina Davis (Staff Senate); Charles Huffman (Arts & Sciences); Michael Fathi (Business & Computing); Allen Brown (Graduate Programs); Jill Drake (Academic Affairs)

Continuing members for this year are: Alaina Kaus (Arts & Sciences); Brian Mallett (Institutional Research); Angie Christmas (Physical Plant); Bokshim Fox (Library); Bryan Davis (Institutional Effectiveness); Christa Faison (Residence Life); David Jenkins (Student Success); Gaye Hayes (Enrollment Management); Michele McKie (Education); Rhonda Slocum (Nursing); Shawn McGee (Auxiliary Services)

Reviewing the Charge of the Committee

Bryan Davis reviewed the committee's charge:

- Assess institutional priorities for strategic planning and budgeting
- Oversee assessment of academic programs, academic and student support units, and administrative support units
- The entire committee is required to meet at least three times per year.

These purposes are largely accomplished through two subgroups – the Assessment Review Subcommittee, and the Strategic Plan Assessment Task Force.

Assignment of Subcommittee and Task Force

- **Assessment Review Subcommittee**
 - Meet in the fall term to review assessment plans and results for *Administrative Support Units*
 - Meet in the spring term to review assessment plans for *Academic and Student Support Units*
 - The Assessment Review Subcommittee members are – Allen Brown; Rhonda Slocum; Bokshim Fox; Michele McKie; David Jenkins; Michael Fathi; Bryan Davis (ex-officio)
 - Bryan Davis will schedule the Assessment Review Subcommittee meetings

- **Strategic Plan Assessment Task Force**
 - Highest Priority: develop an instrument for units to report progress on their unit strategic plans, especially with reference to the institutional strategic plan
 - Bryan Davis presented a template for units to report progress
 - The due date for unit annual reports is November 17, 2023
 - Review progress reports after they are received – beginning January, 2024
 - Produce an aggregate report – for the April, 2024, IEC meeting, and subsequent offering to leadership
 - GSW Strategic Plan Website: <https://www.gsw.edu/about/strategic-plan/>
 - The Strategic Plan Assessment Task Force members are – Shawn McGee; Christa Faison; Karlie Gillam-Levering; Kina Davis; Jill Drake; Charles Huffman; Gaye Hayes; Bryan Davis (ex-officio)
 - Bryan Davis will schedule the Strategic Plan Assessment Task Force meetings

Set Meeting Schedule for Fall Term

The next meeting of the Institutional Effectiveness Committee is scheduled ~~on December 15, 2023, at 10:00 AM.~~ March 13, 2024, at 2:00 PM.

There were no additional items and the meeting was closed by the chair.

Prepared by:
Brian Mallett, IEC Secretary

Institutional Effectiveness Committee
Agenda
March 13, 2024
President's Conference Room

Approval of the Minutes (September 19, 2023)

Committee Reports

- Assessment Review Subcommittee
- Strategic Plan Assessment Task Force

Review of Student Achievement Data

SACSCOC Onsite Visit Results

Institutional Effectiveness Committee (IEC)
March 13, 2024; 2:00 PM

Members Present

Alaina Kaus, Chair
Brian Mallett, Secretary
Allen Brown
Bokshim Fox
Bryan Davis
Kina Davis
Christa Faison
David Jenkins
Jill Drake
Michael Fathi
Michele McKie
Rhonda Slocumb

Welcome

The chair, Alaina Kaus, welcomed members of the committee and highlighted the agenda for this meeting.

Approval of the Minutes from September 19, 2023

Minutes from the September 19, 2023 meeting were distributed in advance. The committee voted to approve the minutes, with one note that the original plan to meet in December, 2023, was moved to March, 2024.

Committee Reports

Bryan Davis presented updates for the Assessment Review Subcommittee and the Strategic Plan Assessment Task Force.

- **Assessment Review Subcommittee**
 - A review of student support and academic unit results is nearly complete.
 - Subcommittee members are posting inputs to the team drive as they have them.

- **Strategic Plan Assessment Task Force**
 - An inventory of unit strategic plans and their alignment with the university's strategic objectives was presented (see attachment).
 - Overall there is good representation of the university's objectives embedded in the unit annual reports.
 - However, there are some units who have not compiled a strategic plan or who have not used the strategic plan template provided for this exercise.
 - Additional communication with units is anticipated.

Review of Student Achievement Data

Bryan Davis reviewed the current student achievement aspirational targets, as recorded in the GSW Academic Affairs website - <https://www.gsw.edu/academic-affairs/iep/student-achievement>

- The enrollment target of 3400 has been achieved! The committee will consider whether this enrollment target should now be adjusted higher at a future session.
- The graduation rate target of 38% from GSW has not been achieved. Graduation rate for the 2017 cohort, 31.9%, is lower than recent experience as a wave of lower retention rates during COVID years has shifted our curve downward.
 - Similarly, the graduation rate target of 55% from any institution has not been achieved. Graduation rate for the 2017 cohort from any institution was 45%.
- The retention rate target of 70% has not been achieved. However, the retention rate for the Fall 2022 cohort returning in Fall 2023 (63.9%) was significantly improved over the previous two years (Fall 2020 = 53.9%; Fall 2021 = 59.7%).

SACSCOC Onsite Visit Results

Bryan Davis reviewed the SACSCOC onsite visit that occurred March 4 – 7, 2024.

- The visit went “largely very well”. The committee applauded Dr. Davis’ leadership and many efforts toward a successful audit.
- There were two recommendation areas for us to follow-up on:
 - Assessment practice in some of the academic and student support units
 - Library staffing
- The onsite committee was very complimentary of our QEP plan.
- The onsite committee was very complimentary of our students and the engagement they were able to have across the visit.
- A special acknowledgement was made for Jeremy Wicker, David Jenkins, and Mikela Barlow, who arranged for student interviews and transportation for the committee.

Other Discussion

- There was affirmation of the importance of support services like the writing center and tutoring, and the desire to see more of our students use these services. There was consensus that these services are helpful and are underutilized.

The next meeting of the Institutional Effectiveness Committee is scheduled April 24, 2024, at 2:30 PM.

There were no additional items and the meeting was closed by the chair.

Prepared by:

Brian Mallett, IEC Secretary

Institutional Effectiveness Committee
Agenda
April 24, 2024
President's Conference Room

Approval of the Minutes (March 13, 2024)

Committee Reports

- Assessment Review Subcommittee
- Strategic Plan Assessment Task Force

Thanks to Members rotating off the committee

- David Jenkins
- Alaina Kaus
- Michael Fathi
- Bokshim Fox
- Kina Davis

Election of New Chair and Secretary

Institutional Effectiveness Committee (IEC)
April 24, 2024; 2:30 PM

Members Present

Alaina Kaus, Chair
Brian Mallett, Secretary
Allen Brown
Bokshim Fox
Bryan Davis
Kina Davis
Gaye Hayes
David Jenkins
Jill Drake
Michele McKie
Rhonda Slocumb

Welcome

The chair, Alaina Kaus, welcomed members of the committee and highlighted the agenda for this meeting.

Approval of the Minutes from March 13, 2024

Minutes from the March 13, 2024 meeting were distributed in advance. The committee voted to approve the minutes.

Committee Reports

Bryan Davis presented updates for the Assessment Review Subcommittee and the Strategic Plan Assessment Task Force (see Powerpoint presentation)

- **Assessment Review Subcommittee**
 - A review of student support and academic unit results has been completed.
 - Findings are being shared with the departments involved.
 - More training may be needed on how to use the assessment form.
- **Strategic Plan Assessment Task Force**
 - This task force did not meet since the last update.
 - With the pending change in the GSW President position, there is a possibility for changes/updates to the university's strategic plan.

Other Discussion

- Thanks to members rotating off the committee ... David Jenkins, Alaina Kaus, Michael Fathi, Bokshim Fox, and Kina Davis.
- Michelle McKie was selected as the new IEC chairperson, effective with the next meeting, in Dec, 2024. Brian Mallett will continue as secretary through the end of 2024.

There were no additional items and the meeting was closed by the chair.

Prepared by:

Brian Mallett, IEC Secretary