

2018 SACSCOC Institutional Effectiveness Committee Meeting Minutes

Thursday, May 19, 2016 3:00-4:00PM
FO 2.702

I. Attendees:

Serenity Rose King (chair), Lawrence J. Redlinger (vice-chair), Kutsal Dogan, George Fair, Michele Hanlon, Jennifer S. Holmes, Marilyn Kaplan, Kamran Kiasaleh, Theodore Price, Jerry Alexander, Pete Bond, Michael Carriaga, Lauren DeCillis, Cheryl Friesenhahn, Josh Hammers, Kim Laird, Catherine Parsonault, Rafael Martin, Gloria Shenoy, Mary Jo Venetis, Kim Winkler, Kyle Edgington, Toni Stephens, Iolani Connolly, Sharon Etheredge, Su Chuan He, Vy Trang, Caroline Ries

Absent: Sayeeda Jamilah, Monica Evans

II. Approval of Minutes

Rafael Martin moved to approve the April 20, 2016 minutes. Kim Laird seconded the motion. Minutes approved.

III. Announcements

Department of Education Letter

This letter was sent to all regional accrediting agencies. SACSCOC has not issued a response.

ACTION ITEM: Members should read the letter as the work of the Institutional Effectiveness Committee will be most impacted should any changes are made. Serenity will keep the committee updated on any new developments.

Introduction of New Members

New committee members Iolani Connolly, Sharon Etheredge and Su Chuan He were introduced.

IV. Office of Strategic Planning & Analysis Presentation

Lawrence Redlinger gave an overview of what the Office of Strategic Planning and Analysis and staff does and how the office can assist the committee with obtaining statistical data that pertain to the institutional effectiveness principles.

V. Assessment Presentation

Academic Assessment

Gloria Shenoy gave an overview of the Assessment Office. The office handles both academic and nonacademic assessment. She introduced Hyoka, the assessment software system that is used to create and store assessment reports and plans. Academic reports from all programs are due on October 24. Gloria has met with 93% of all the program heads but with the turnover of program heads, she has not been able to meet with all the program heads. The Academic Assessment Committee will begin meeting this summer.

Nonacademic Assessment and Core Assessment

Michael Carriaga gave an overview of the nonacademic reports. The nonacademic reports are in the process of being imported into Hyoka this summer. In the future, supporting documents will be submitted in Hyoka. Nonacademic reports are due on July 1. Michael also gave a brief overview of the core courses assessment process and student level assessment.

VI. Committee Work/Expectations

ACTION ITEM: Members should read and familiarize themselves with the assigned principles and the responses to the principles from the 2007 Compliance Certification Report (CCR), 2014 5th Year Interim Report, and any monitoring reports that addressed the assigned principle(s). Members should begin to think about what their office or unit (or another office/unit) does that supports any of the principles at the university level or if there is anything that the university needs to be doing.

ACTION ITEM: The CCR, Fifth Year Interim Report, monitoring reports are currently not accessible online. Mary Jo Venetis will send each subgroup PDF versions of the reports with their assigned principles. Members will need to go to the URLs to view the supporting documents for each report.

ACTION ITEM: Some members are on multiple reaffirmation committees. If there are any members who feel their workload is too much, let Serenity know. If there are other university personnel who should be added to this committee, let Serenity know.

ACTION ITEM: The assigned principles and the expectations for each subgroup will be discussed at the next committee meeting.

Every subgroup has a member of the Office of Assessment or the Office of Strategic Planning and Analysis, with the exception of the Academic and Student Support Services (CS 3.3.1.3) subgroup. Josh Hammers from Student Affairs is assigned to that subgroup because his role in that office is similar to that of Gloria and Michael. They can be used as resources as each subgroup works on their assigned principles.

The challenge for the university is how to integrate and report what is being done. Another challenge is how the schools and programs use the information that is being reported and tie it back to the mission and strategic plans.

ACTION ITEM: Rafael Martin will recommend a member from the Office of Research and/or research centers to address CS 3.3.1.4. Degree program research will

also need to be addressed in this principle. Gloria can be used as a resource for this principle as it also pertains to research that is being done at the school level.

VII. Summer Schedule

The committee will meet monthly during the summer.

ACTION ITEM: Vy Trang will send a doodle poll to schedule the meetings.

VIII. UT Dallas Strategic Plan and Mission

The URL to the Strategic Plan and Mission has been provided in the agenda packet.

IX. Adjournment