

# **2018 SACSCOC Institutional Effectiveness Committee Meeting Minutes**

Tuesday, August 30, 2016 3:00-4:00PM  
JSOM 2.106

## **I. Attendees:**

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

**Absent:** Jerry Alexander, Iolani Connolly, Frank Dufour, George Fair, Josh Hammers, Sayeeda Jamilah, Toni Stephens

## **II. Approval of Minutes**

Catherine Parsonneault moved to approve the June 28, 2016 minutes. Marilyn Kaplan seconded the motion. Minutes approved.

## **III. Informational Announcements**

All members should review the PTG support web page if they are still experiencing technical access issues and contact PTG for support. For all other issues, members should contact Serenity's office staff: Michael Carriaga, Michele Lockhart, Gloria Shenoy, Vy Trang, or Mary Jo Venetis.

PTG has added an eform for requesting web page captures. If members are not comfortable with the eform, they do not have to use it. It is not necessary to update all support documents. Members can add a comment in the narrative to indicate that a webpage needs to be captured and Serenity's team will capture/update the information.

By Nov. 1, each subcommittee should provide a rough draft of the narrative. More data will have to be updated with new data from AY 2016-2017.

The purpose of today's meeting is to check-in with each subcommittee.

Serenity has had two meetings with President Richard Benson. One meeting was to give Dr. Benson an update on the Monitoring situation and the upcoming reaffirmation. The second meeting included Dr. Wildenthal, Dr. Musselman, Kim Laird, and Jessica Murphy (QEP Director) to discuss the QEP. He was very impressed with the progress of the QEP. The new Chief of Staff will join the Leadership Team once he/she is hired. In the meantime, Serenity will give monthly updates to Drs. Benson and Wildenthal. Dr. Benson would like to express his thanks and appreciation to everyone who is working on the reaffirmation project.

#### **IV. Progress Reports by Subgroup Leaders**

##### CR 2.5

The subgroup met on July 26 and reviewed the narrative to determine what information needed to be condensed, summarized, removed, or updated. They also identified the new offices on campus and the people that need to be contacted for updated information.

##### CS 3.3.1.2

The subgroup met three times and discussed what the narrative needs to include. They will have another meeting later in September.

##### CS 3.3.1.3

The subgroup has added new information to the narrative. Each member of the subgroup is working on his or her individual parts of the narrative.

##### CS 3.3.1.4

The subgroup met on August 19. The members discussed how to handle the portions that mention the strategic plan. The majority of the narrative is still relevant and there is plenty of research documentation. The subgroup is on track to meet the November 1 deadline.

**ACTION ITEM:** The subgroup will produce a new list of research centers.

**ACTION ITEM:** Dr. Benson has agreed that the “Create the Future” plan needs to be updated.

##### CS 3.3.1.5

The subgroup discovered that the existing narrative is comprehensive but needs to include more outcomes and the measurement of the outcomes. They will incorporate all of the grants for K-12 STEM and education outreach. The Office of Diversity and Community Engagement projects need to be included. Also, the Office of Student Volunteerism metrics need to be included.

##### CS 3.5.1

The subgroup met at the end of July. The members separated the sections based on the historical changes from the Texas Higher Education Coordinating Board and UT Dallas’ Core Curriculum Committee. All the members have completed their drafts.

#### FR 4.1

The subgroup met on August 9. Dr. Redlinger has met with most of the personnel that handle internships, CPA exams, and freshmen orientation.

#### CS 3.3.1.1

The subgroup met in late July and on August 18. The members are using the 2014 interim report. Each school has added new information to the narrative and updated links. Each program should make sure that there are examples of closing the loop. Assistance is needed to update the ATEC portion of the narrative. Faculty representatives from Natural Sciences and Mathematics and Interdisciplinary Studies are needed to update their respective School's narrative.

#### **V. Issues/Concerns**

**ACTION ITEM:** The committee will have one more check-in meeting before November 1.

#### **VI. Adjournment**