

MINUTES
Institutional Effectiveness Committee (IEC)
Executive Conference Room
Adams Administration Building, Troy Campus
Monday, May 14, 2012, 2:00 p.m.

Members Present: Holly Adams (phone), Sohail Agboatwala, Kang Bai, Wendy Bailey, Bill Belcher, Emily Brewer, John Dew, Janet Gaston, Deb Gearhart, Candice Howard-Shaughnessy, Roy Hudson, Kim Brinkley Jones, Christina Martin, Jack Miller (phone), Dan Tennimon, Isabelle Warren, and Brian Webb

Members Absent: Larry Blocher (with notice), Bill Grantham, Mary Ann Hooten, and Don Jeffrey

Others present: Wendy Broyles, Somer Givens, Charlotte Minnick, and Lesa Shepherd (phone)

Handouts: IEC Meeting Agenda, Changes and Alterations for IEC Review

Meeting Report:

1. Call to order and approval of minutes – The meeting was called to order at 2:00 p.m. The meeting minutes from April 9, 2012, were approved.

2. Recognition of outgoing members and announcement of new 2012-15 members – Dr. Dew recognized members of the committee whose terms have ended: Dr. Don Jeffrey, Dr. Candice Howard-Shaughnessy, Dr. Bill Grantham, and Dr. Mary Ann Hooten. New members of the committee are Dr. Amanda Andrews, Dr. Jeff Lee, and Dr. Shawn Plash. We are waiting to hear from Dr. Ingram regarding Dr. Jeffrey's replacement.

3. Status on approvals – The handout of changes since the committee's last meeting was distributed. Dr. Dew reminded the committee that these changes come to him approved by the academic dean and will also go to Graduate or Undergraduate Academic Council; he looks primarily for a statement of student learning outcomes. Dr. Wendy Bailey stated that the new BA/BS in Economics has been shelved; the plan was to house the new program in the College of Arts & Sciences. Dr. Charlotte Minnick mentioned that the revised Comprehensive General Science program (three concentrations removed) will go to the Alabama State Department of Education for approval at their meeting on July 1, 2012. The proposed extension of the AS Computer Science to Vietnam will require SACSCOC notification prior to implementation.

4. Status of Academic Program Reviews in Spring 2012

- a) **College of Arts & Sciences** – Ms. Janet Gaston reported that the college is still working on their HOMER reports.
- b) **College of Communication & Fine Arts** – Mr. Roy Hudson reported that the dean, department chairs, and Dr. Bai met with Dr. Fulmer last week to discuss their HOMER reports. The group reviewed all SLOs and identified action items for improving the college's HOMER reports.
- c) **College of Education** – Dr. Isabelle Warren reported that HOMER was temporarily put on hold due to urgent reporting. The college will resume work on HOMER reports today.
- d) **College of Health & Human Services** – Dr. Christina Martin submitted feedback to her department chairs and requested the chairs submit their corrections to her by June 1.
- e) **Sorrell College of Business** – Dr. Wendy Bailey indicated that SCOB is still working on their reorganization. Dr. Bailey mentioned that the college is discussing administering the MFT exam

(associate degree version) to incoming sophomores. This would allow the college to identify students' ability before they begin taking the business core courses. The college would continue to administer the MFT exam to students once they are seniors.

Dr. Dew mentioned that Dr. Bai would work on one or two models of a good HOMER reports to share with the colleges. One of those reports will likely be the BS in Sport & Fitness Management.

Dr. Dew informed the committee that he and Dr. Ingram would have a meeting with the five academic deans to discuss HOMER, routing slips, and Blackboard assessment. Dr. Dew will discuss the requirements for HOMER and items identified by Dr. Bai as key problem areas. In terms of routing slips, Dr. Dew will discuss the need of the initiator of the routing slip to track the form through the process so that it does not get lost. Dr. Dew will also suggest to the deans that use of the Blackboard Outcomes tool for programs offered face-to-face will be a huge leap forward for the institution.

Dr. Dew recommended that the college representatives each stress to their dean the importance of attending the SACSCOC Summer Institute in July (Atlanta, GA) or the SACSCOC Annual Conference in December (Dallas, TX). He added that Dr. Cochran plans to attend the Annual Meeting.

Dr. Dew and Wendy Broyles will work on getting feedback to the non-academic units so that corrections and revisions can be made over the summer.

5. Update on efforts to address SACSCOC Core Requirement 2.10 – The SACSCOC Core Team has developed a subcommittee led by Dr. Hal Fulmer to address SACSCOC core requirement 2.10, which states that the institution provides student support programs, services, and activities consistent with its mission that are intended to promote student learning and enhance the development of its students. The subcommittee, which consists of representatives from Student Services, Career Services, Housing, First-Year Studies, and each Alabama campus, met to discuss the action plan for addressing this core requirement. Ms. Somer Givens stated that the committee would meet again in July to identify all programs, services, and activities that the University provides to students and how the University should collect data to show that these programs, services, and activities promote student learning and student development. Somer also mentioned that Federal Requirement 4.1, which deals with graduation rates and job placement rates, will be another major area that TROY will have to report on in the fifth-year report. Dr. Dew stated that TROY responded to this requirement in the last SACSCOC report in 2009 by using data from the Alumni Survey. The job placement data from the survey looks good because the majority of TROY students are adults who already work, but Dr. Dew expressed concern that this data will not be sufficient in 2014.

6. Update on assessment technology – Ms. Wendy Broyles updated the committee on assessment technology. Training is ongoing and a meeting is scheduled tomorrow for Kim Jones, Connie Tisdale, and Ronnie Creel to discuss with Blackboard how to pull data from Datatel into Blackboard. There will be Blackboard on-site training the week of June 25; this training will be three to four days long, and Wendy asked the college's assessment coordinators to bring a second person from their college to the training. Dr. Vardaman will look at Blackboard Outcomes for potential end-of-course evaluations.

The meeting was adjourned at approximately 2:35 p.m. The committee will not meet over the summer. The next scheduled meeting is September 10, 2012.