

**MINUTES**  
**Institutional Effectiveness Committee (IEC)**  
**Executive Conference Room**  
**Adams Administration Building, Troy Campus**  
**Monday, September 8, 2014 2:00 p.m.**

**Members Present:** Pam Allen, Wendy Bailey, Wendy Broyles, Andrew Davis, John Dew, Janet Gaston, Kim Jones, Carmen Lewis, Christina Martin, Jane Martin, Shawn Plash (telephone), Darlene Schmurr Stewart, Dan Tennimon, and Brian Webb

**Members Absent with Notice:** Bill Belcher, Larry Blocher, Somer Givens, Conni Moseley, and Isabelle Warren

**Members Absent without Notice:** Amanda Benson, Jeff Lee, and John Miller

**Others Present:** Donna Sanders

1. **MEETING CALLED TO ORDER:** Dr. Dew called the meeting to order at 2:00 p.m. He thanked the group for attending. Self-introductions of each person represented.
  
2. **STATUS ON APPROVALS - DONNA SANDERS:**

Donna Sanders shared with the group the current action items list. The Master of Economics is set to begin fall 2015. Master of Science in Secondary Instruction has a start date of spring 2015. Master of History began fall 2014. SACS has approved both the Doctoral of Sport Management and the Bachelor of Science in Resource Technology Management. ACHE approval is pending for the Forensic Accounting concentration and certificate, the Public Accounting concentration, Public Service and Civic Engagement concentration and certificate, Managerial Accounting concentration, and the Behavioral Treatment of Individuals with Autism and Delayed Development certificate.
  
3. **UPDATE ON SACSCOC FIFTH-YEAR INTERIM REPORT – WENDY BROYLES:**

Wendy Broyles shared with the group the status of the SACSCOC Fifth-Year Interim report. The SACS Report draft should be completed by fall break with the exception of the QEP impact report. Dr. Fulmer will write the QEP report during the Christmas break. Wendy stated she would package the completed report during January and early February and send it to SACS. Wendy stated that if all HOMER reports for 2011-2013 were submitted by mid-October that would be great. Wendy Bailey said she thought that was no problem. Wendy will contact each assessment coordinator of any gaps that need to be completed. Dr. Dew said the college reports still need a completed narrative before the reviewers actually read the data. Adding, that each college will need to provide college specific information that is important, to have a short statement that states something like “Troy has taken the following approach? or “this may be different compared to others”. Wendy shared with the group that right now the narrative is what is currently in the catalog. We may need to drill down to share information about why this

college is different from another. Dr. Dew said that as long as there is some description in the narrative it should be sufficient for the reviewers.

#### **4. UPDATE ON HOMER ACTIVITIES – COLLEGE ASSESSMENT REPRESENTATIVES:**

Dr. Dew asking the assessment coordinators perception about their HOMER reports to this point. Wendy Bailey, College of Business, said all of the bits are there. Adding that she has a new GA that is reviewing submissions. They are working on the 2013-2014 and have done the analysis for the core. Christina Martin, College of Health and Human Services, shared that she has sent requests out for 2013-14. Adding that TROY changed to Compliance Assist and the action plans are more specific, and she was concerned that the report would look incomplete. Dr. Dew pointed out that it needs to be included in the narrative. Wendy Bailey would like the ability to enter a graph or chart on the overview because of program viability. Christina Martin shared that she had gathered the Graduate survey information but did not know what to do with it. Wendy Bailey added she had the graduate survey information as well.

There was discussion among the committee about where to put information about the program assessment committee. Wendy suggested putting it in the action plan where it asks for “whose responsible”. The assessment coordinators shared that they put this information in the program overview. A decision made by the group this was an appropriate place to enter the information as well. Wendy Bailey shared that she is still working on some of the non-academic. Wendy Bailey asked if a non-academic plan is still needed. Wendy Broyles confirmed that a non-academic program is still relevant. Pam Allen, College of Communication and Fine Arts, said she thinks the reports are complete with the exception of community outreach, not getting theatre’s current spotlight. Janet Gaston, College of Arts and Sciences, said their reports are almost complete except for Computer Science. Adding that she and the dean have discussed that and is working on it.

Christina Martin asked if they were going to pull out the best HOMER reports for SACS review, Dr. Dew responded that, “we have been advised the team will want all HOMER reports available.” Dr. Dew shared with the group the process for the Five-Year SACS Review. He stated that TROY should have no problem with most everything except in two areas. One will be the narrative and data associated with whether or not we have enough full-time faculty because the ratio has gotten much better. Adding that the number of full-time faculty has remained the same. Continuing to explain that the other possible area of concern will be assessment. Dr. Dew explained that if for some reason we do not make it through, SACS will let us know by next summer, where we will have about a six-month window to resubmit and to do it all over again. TROY would only respond to the portion that was deficient.

- 5. ADJOURNMENT:** The meeting adjourned at 2:45 p.m. The next scheduled meeting is October 13, 2014.