

Institutional Effectiveness Committee Meeting
Patterson Hall Conference Room
November 7, 2016 2:00 p.m.
Minutes

Members Present: John Dew, Andy Williamson, Jane Martin, Steven Taylor, Connie Moseley, Mary Templeton, Deb Fortune, Lisa Vardaman, Jackie Chavez, Wade Forehand, Allison Reynolds, Avalon Dudinsky, Janet Gaston, Pam Allen, Christina Martin, Hank Finley, Kim Brinkley-Jones, Emily Brewer, Wendy Broyles, Dan Tennimon, & Somer Givens

Member absent without notice: Isabelle Warren

Member absent with notice: Barbara Metzger & Bill Hamby

Other Present: Carrie Manning

1. Meeting was called to order by Dr. John Dew
Dr. Dew let the committee know there would not be a meeting in December; then he asked each of the members to introduce themselves.
2. Wendy Broyles – Assessment
Homer Academic update – We have asked for an Executive summary and received the following.

College of Arts & Science	yes
College Health Human Service	yes & unproved some reports
College Communication & Fine Arts	in progresses
College of Business	will be due April 1
College of Education	is not ready due to the special accreditation

Administration Service Committee (non-academic assessment teams) will be meeting soon.

Echosign – APA form

Instruction for new conceptual approval form that has been created to use before APA for Echosign, Wendy is tracking these. Mary Ann Templeton voiced her concern that the APA forms are being missed in the EchoSign system. Deb Fortune asked is this for just for new programs or all changes? Wendy Broyles, yes for both. Steven Taylor asked will this green box form (New Conceptual approval form) be necessary for adding or removing 1 class will this be required? Wendy will need to take this to undergrad or grad Assoc. Provost. Dr. Taylor stated the minor things are handled within the department or college. If the issue is an ACEC issue or a SACS issue, it will require the APA. Mary Ann Templeton concurred. Wendy added that undergrad level minor is not an issue, but a concertation would be. Mary Ann Templeton asked if we could use the paper form. Wendy Broyles said that we will still use the current EchoSign form.

CAEP Visit –

Wendy Broyles brought the group up to date with the College of Education CAEP visit. John Dew brought up the student teachers need to exhibit certain behaviors, CAEP wants this to measure. How are we to measure this for the assessment? Would the people who are making the observation about students make that decision for that measure? Christian Martin added that the College of Health and Human Services measure in three different ways when measuring their student teachers. When all three ways come to the same answer, they are able to conclude it must be so.

3. Somer Givens – Survey

Currently, we are launching the Advancing Survey to the juniors and seniors; this will be used for the Tri-Ad committee. Tri-Ad has launched a survey of the students applying to Grad School. Our freshman survey (first-time freshman) will be going out very soon, and the military survey. The NSSE will include all first-time freshman and seniors. Somer will also be sending out an Associate Degree Survey as well. Somer also wanted to let all the colleges know if they would like to do a similar survey like the college of Education did, where they surveyed the employers of their graduates, this is available to them. John Dew added how helpful the NSSE survey will be, and how we had not done the NSSE in ten years. John Dew added that the NSSE was dropped after the last ten-year review and due to a change in the way a survey was given. Since we are close to our next ten-year review, this should be a baseline for our use of NSSE.

4. Dan Tennimon – QEP

An email was sent out to faculty, staff, and students with a response of about 75 emails and about 8 good ideas. We are still working on the website.

5. Meeting Adjourned