

MINUTES
INSTITUTIONAL EFFECTIVENESS COMMITTEE MEETING
EXECUTIVE CONFERENCE ROOM
ADAMS ADMINISTRATION BUILDING
Monday, March 16, 2009, 2:00 p.m.

Members Present: Holly Adams, Sohail Agboatwala, Brenda Campbell, John Dew, Kim Jones, Judy McCarley, Tish Matuszek, and Lance Tatum

Members Absent: Larry Blocher, Meryem Boulale, Bill Grantham, Mary Ann Hooten, Candice Howard-Shaughnessy (with notice), Jack Miller, Tracy Newvine (with notice), Jared Sellers, Dan Tennimon (with notice), and Lisa Vardaman

Others present: Somer Givens, Edith Smith, and Emily Brewer

Handouts: IEC Meeting Agenda, Proposal for the Master of Taxation

Meeting Report: The meeting, held in the Executive Conference Room in Adams Administration Building, was called to order at 2:00 p.m.

1. In review of proposals received since February 9, 2009, a proposal to add a Master of Taxation had been forwarded to the Institutional Effectiveness Committee (IEC). The committee reviewed the proposal and found the following:
 - Most of the assessment was based around faculty review of research papers and exams. The committee did not see an external measure.
 - They need to show alignment in terms of how courses are going to align up in helping to fulfill the specific objectives.
 - Since the paper in ACT 6625 is a major component to the degree, a rubric for grading the paper would improve the reliability and validity.
 - They might want to reduce the number of objectives for tracking purposes for evaluation.

A motion to accept the proposal was made by Dr. Lance Tatum; Dr. Tish Matuszek seconded the motion; and the proposal was approved. Dr. John Dew will share with the college the observations that the committee found.

2. Dr. John Dew updated the committee on the SACS review. The SACS team will visit Montgomery, Phenix City, Dothan, and eCampus on April 6-10 and will visit the Troy campus on April 20-23. Dr. Dew mentioned that 50% of the time for the final visit would go towards the Quality Enhancement Plan (QEP). Areas of concern are the oversight of overseas programs, the review and approval of the Substantive Change Prospectus process, Institutional Effectiveness 3.3.1 that deals with having more data for each location, and 2.8 that deals with having enough full-time faculty to accomplish our mission.
3. Other Business: Dr. John Dew stated that the committee would not meet in April.

The meeting was adjourned at approximately 2:25 p.m.