

MINUTES
Institutional Effectiveness Committee (IEC)
Executive Conference Room
Adams Administration Building, Troy Campus
Monday, April 5, 2010, 2:00 p.m.

Members Present: Sohail Agboatwala, Bill Belcher, Brenda Campbell, John Dew, Deb Gearhart, Candice Howard-Shaughnessy, Tracy Newvine, Lance Tatum, and Dan Tennimon

Members Absent: Holly Adams (absent with notice), Kang Bai (absent with notice), Larry Blocher (absent with notice), Kim Brinkley-Jones (absent with notice), Bill Grantham (absent with notice), Mary Ann Hooten (absent with notice), Tish Matuszek, Judy McCarley (absent with notice), Jack Miller, Edith Smith, and Lisa Vardaman

Others present: Wendy Broyles and Somer Givens

Handouts: IEC Meeting Agenda, Dr. Shaughnessy's evaluation of CCFA, Mr. Agboatwala's evaluation of Student Services, and a proposed selection of Alabama Quality Award data for the Board of Trustees

Meeting Report:

1. Call to order and approval of minutes from March 1 meeting – The meeting, held in the Executive Conference Room in Adams Administration Building, was called to order at 2:00 p.m. The minutes from the March 1, 2010 meeting were approved.

2. Status on approvals – No recent changes have come to Dr. Dew for IEC approval. Dr. Gearhart said she sent one through to Dr. Ingram on a concentration recently, which should come to Dr. Dew soon. Dr. Dew said he would soon participate in some discussion regarding concentrations and ACHE approval. Dr. Tatum said the State Department of Education only pseudo-approved the Comprehensive Health and Physical Education program, and that program will be pulled from the Undergraduate catalog for the time being.

3. Reviewing HOMER information for CHHS, CCFA, eCampus, and Student Services – The group has previously discussed review of eCampus in the last meeting, on March 1.

Tracy Newvine provided her review of the nursing programs in the College of Health and Human Services. She said the DNP only has three slides and does not provide enough information for assessing their assessment processes at this time. Dr. Dew said the updated HOMER file for the DNP will be much richer in providing information. The Associate program in nursing, Tracy said, has seven slides, which she rated Advanced. The common problem for these nursing programs is that no assessment meeting has been documented, which was a new requirement for the second round of HOMER revisions. Brenda Campbell had reviewed Athletic Training, Human Services, Social Work, and Rehab. Athletic Training, she said, mentioned three years of meetings with no documented dates, had a low number of graduates, showed great gains on several expected outcomes, and had documentation of the number of graduates who find employment or go on to graduate school; she rated this program Advanced. Human Services, on the Troy campus only, had 20 graduates showed three years of outcomes, and showed gains in expected outcomes. Social Work was rated Advanced: the program

attains what it looks to attain; student learning outcomes were Basic to Advanced. Rehab had only 6 graduates and is also taught at Phenix City, though no results were provided for Phenix City; Brenda rated this program Basic. Dr. Dew added that in reviewing revised HOMER files, he has noticed no rubrics are provided for capstone exams, which leads him to wonder what these exams cover; Chemistry did a good job sharing what students are expected to learn and may serve as an example to other programs. Dr. Lance Tatum had reviewed the four kinesiology programs; he suggested that HOMER files be more consistent in the use of the terms “Student Learning Outcome” and “Expected Outcome.” The link for Physical Education does not pull up the correct file, which Wendy will correct. All programs showed three years of data and met expectations; programs developed plans for further improvement on occasions when expectations were not met. He said the College of Education will provide first attempt pass rate data for PRAXIS test takers in kinesiology. The QEP was included in some plans for further improvement. Dr. Tatum rated these programs Mature. He noted that the undergraduate Sport and Fitness Management major seems to have low expectations; he is working with his own Education programs to push low expectations 15-20% higher. Programs seemed to only be missing things not previously required. Dr. Dew added that this is our first round of HOMER postings, and the most consistent feedback he has received about HOMER is that this is user-friendly. Dr. Tatum added that expected outcomes are easier to follow when the outcome is stated and then followed by the results data, rather than a compressed list of expected outcomes followed on separate slides by the results data. Dr. Dew believes the ADLI rubric will be useful for the level change visit in sharing with that On-Site Review Committee our Institutional Effectiveness processes. SACS language refers to “Expected Outcomes, including Student Learning Outcomes”; use of the term “Expected Outcomes” would be most consistent among HOMER files.

Dr. Shaughnessy passed out a handout of her comments about the programs of the College of Communication and Fine Arts. Even though she is familiar with HOMER from creating the CHHS files, she had problems reading through CCFA files. No meetings were documented by these programs. She rated the Art Major Advanced and suggested they report more in numbers. Art Studio she rated Advanced. DTI provided good numeric info in its reporting. Art Education showed good numeric info, as did Broadcast Journalism. Theatre, unlike many CCFA programs, provided more than one year of data, gave good detail, though SLO’s could be cleaned up as well as the format; Dr. Dew commented that this program is on the Troy campus only, which should be state clearly. CCFA programs most likely do not provide year by year data because this is that college’s first time reporting; Dr. Rolling believed that because this college is on the Troy campus only, it should not have to work with Dashboard. Dr. Shaughnessy went on to report that the Communication Arts major provides information in sentence fragments and could be more detailed. The Foreign Language major, though new and small, provided good information; she rated this program Advanced. Music Education was rated Advanced but could list more numbers. Music Industry, again, could list more numbers. Print Journalism could be more detailed. Dr. Gearhart added that she wondered how much data CCFA had; she also said she would send her completed rubric to Dr. Dew that same afternoon. Dr. Dew said he has only received one new HOMER file from CCFA so far.

A suggestion was made to hold off on reviewing Student Services. Dan Tennimon said two years of data on deployment and learning will be available in a few weeks; we may hold off on this part of the review until September. The Academic area has had more time to refine their HOMER files. Sohail Agboatwala added that the current ADLI rubric is difficult to apply to Administrative Support units; he shared a handout of his review of Student Services, which included his recommendations to Dean Reeves. Sohail said it is hard to identify the information that exists, there is inconsistency in reporting, and expectations should be more explicitly defined. Also, Sohail said that information should be separated by location because Student Services serves all four Alabama campuses and Global Campus. Lack of common language is also an issue. Dr. Dew suggested he could develop a second rubric for

fundraising and administrative areas. Dr. Dew said we expect to update HOMER again in Fall 2011, or Spring 2011 at the earliest, depending on whether or not we have one more monitoring report. Sohail said, for Administrative units, who is measuring, what is being measured, and an organizational chart are important information for HOMER files. Dan said he did complete his review of Student Services, as did Dr. Bai; he found Student Services Basic or with No Systematic Approach, and he also noticed that several missing results were pending data.

Dr. Dew said that this first HOMER posting was to show SACS we are responding to the site visit; by Fall 2011, we hope to be working towards an ideal HOMER system. Dan added that the Registrar's HOMER file currently appears in the Administrative Support group, though this should be under Educational Support units. Dr. Tatum commented that HOMER is much more user-friendly than Dashboard; it should continue to evolve, and we should establish a baseline on format. Dr. Dew had made a list of his own plans for further improvement for this iterative review process: the template will be distributed to HOMER stewards, Records/Registrar will be moved under Educational Support units, and mission statements and organizational charts will be recommended for additions to support groups.

4. Status on Fact Book – Dr. Dew told the committee that the Fact Book should be completed soon.

5. Alabama Quality Award data and application – The Alabama Quality Award application is due at the end of April. Dr. Dew said that, following a request from one of the members of the Board of Trustees for data, he has worked to compile a publication for the Board of Trustees from one section of the TROY's application for the Alabama Quality Award. Dr. Dew had a handout of this shorter publication for the committee. He will run this by the Chancellor later this week for approval to send this document to the Board members along with a Fact Book disc. The committee looked over the document, discussing comparative data and finding corrections for Dr. Dew's office. Noel Levitz survey of traditional aged students is in progress now and will not be completed in time to appear in the AQA application; Dr. Dew believes this information will be good to share to the site visiting team later in the year.

6. Update on SACS issues – Dr. Dew shared with the committee that Dr. Cheryl Cardell is TROY's new, very kind SACS Vice-President. He and Dr. Barron have spoken to Dr. Cardell about the urgency of our level change; we can expect the site visit the week following Labor Day, either September 7-9 or 8-10. Dr. Dew plans to engage all the Academic Deans in preparing for the Level Change Visit; Troy University must be able to show the visiting committee that we are ready to support Doctoral research. Dr. Barron met earlier today with DNP faculty, and that group is doubly motivated on the issue of assessment. The Deans and Dr. Stewart will be brought into this discussion of the big picture perspective for TROY. We hope to bring in a consultant on distance delivery, as well as a consultant from an institution which has recently made a similar level 4 to level 5 change. We are only allowed one chance for approval of level 5.

We are rolling ahead for the Monitoring Report. Dr. Bai has been working on gathering information from our 1-2-1 partner institutions: he is collecting information on business and computer science programs as well as information comparing the Chinese Ministry of Education to SACS; Dr. Bai has submitted a proposal to present this latter information at the SACS Conference in December. HOMER files are coming in for review. Faculty rosters are coming in from our international and Pacific sites. We may actually be surprised how qualified our faculty are.

The meeting was adjourned at approximately 3:05 p.m. The May 10 meeting has been canceled. The next meeting is set for June 7, 2010.