

**Institutional Effectiveness Committee (IEC)**  
**Meeting Minutes**  
**Hawkins Hall Conference Room**  
**Monday, November 13, 2017, 2:00 p.m.**

**Members Present:**

P. Allen, C. Amonson, K. Brinkley-Jones, W. Broyles, J. Chavez, J. Dew, H. Findley, W. Forehand, S. Givens, C. Martin, E. Maddox, C. Manning, S. Taylor, M. Templeton, L. Vardaman, I. Warren, L. Jordan for D. Fortune, E. Pappanastos for B. Hamby, D. Tennimon and A. Williamson.

**Members Absent:**

R. Carter, K. Davis, D. Fortune, M. Frigge, J. Gaston, B. Hamby, L. Knight-Crenshaw, J. Martin, B. Metzger, C. Moseley, N. Nay, and P. Paquette.

**Handouts:**

- A. Changes and Alterations for IEC review
- B. SACS-COC Principles Revisions
- C. Watch List for ACHE and SACSCOC.

**Meeting Report:**

The meeting was called to order by Dr. Dew at 2:00 p.m.

Dr. Dew explained the SAC-COC steps for the 2020 review.

**Wendy Broyles:**

IEC Review-

- Wendy has been assigned to sign IEC approval in EchoSign for Academic Program Action (APA) forms. She prepared a list of what has been signed and will be given at each IEC meeting (Handout). If you have any questions you can email her at [whuckabee@troy.edu](mailto:whuckabee@troy.edu)

SACSCOC Draft of the Proposed Principles- To be approved in December.

- Reviewed the handout. A Resource Manual will be published early in the new year. This book will be helpful to prepare our SACS report.  
SACS-COC class was changed from 2019 to Class of 2020.

**Somer Givens:**

Qualtric-

- Introduction to Qualtric's, and how this software is useful for our colleges. This program is linked to the IRPE website. Open to all faculty, staff and students to use.

NSSE Survey-

- Reviewed the results of the National Survey of Students Engagement (NSSE) report.  
Will run this report, every other year.

**Carrie Taylor Manning-**

- Reviewed the ACHE and SACS-COC watch list (Hand-Out).

Dr. Dew closed the meeting with saying that he is feeling good about how things are shaping up for SACS review with all the hard work done by this committee.

Meeting adjourned at 2:56 p.m.

Minutes submitted by Administrative Secretary, Cece Lotierzo