

Institutional Effectiveness Council Notes

Date and Time December 10, 2019
2:30 – 4:00 p.m.
Meeting Place Sky Room, A-204

Called to order: 2:38 pm **Co-Chairs:** Paul Murphy & Dom Dal Bello **Note Taker:** Janet McGee

Council Members Present: Dom Dal Bello, Rick Rantz, Jeremy Wilson, Erica Biely, Paul Murphy

Council Members Absent: Eric Mason, Domenica Devine

Ex-officio Member Present:

Agenda No. 1 Review 11/26/19 meeting notes

Discussion: Quorum established – notes approved

Action:

Agenda No. 2 Review proposed mission statement survey draft

- Discussion:**
- Send out survey 2nd week of semester.
 - Allow one week for response.
 - Talk with Stephanie for ASBG distribution – leadership, council representatives
 - Add group representation question to survey.

Action:

Agenda No. 3 Educational Master Plan

- Goals
 - Sub-goals and performance metrics for each goal
 - Add timeframe with other metrics
 - Send document out for review
- **Discussion:**
 - Guiding principles may be moved – use as strategy
 - Will replace with SWOT summary as is more finalized
 - Erica and Paul will synthesize surveys and focus group information for draft
- Review Master Plan draft with edits
 - Group reviewed initial draft with goals provided by Paul.

Action: Send draft out by the 28th of January for review before planning retreat.

Deadline:

Agenda No. 4 Planning Retreat (February 20-21, 2020)

- Agenda
 - Mission statement
 - EMP draft
 - Priority strategies
 - Update initiatives – possible poster fair on Thursday to inform group of initiatives departments are currently working on.
- **Discussion:**
 - Data sharing, updates, vision casting
 - New and updated state initiatives – summary
- Invitation
 - Invitee list – 104 total as of today
 - Get new faculty list from Trevor
 - Get invitation out before the break.
- Location – need to get capacity for country club and check out the Radisson.

Action: Paul will email Bob and Trevor to include this year and last year's new faculty

Deadline:

Responsibility:

Agenda No. 5 Future items?



Agenda No. 6 Vision for Success Goals

Discussion:

Agenda No. 7 Institutional Review Board

Discussion:

Agenda No. 8 Program Review evaluations

Agenda No. 9 Schedule mid-year report from Enrollment Management Committee

Adjourned: 3:10 pm

Next meeting: January 28, 2020