

Standing Committee Annual Report

Name of Committee or Council:

Institutional Effectiveness

Chair

Alex King & Melissa Hunter

Meeting Dates in Current Year:

Full committee: 10/15, 10/26, /1/14, 3/2, 4/6
Subcommittees: various

Major Actions or Accomplishments:

The 2015-2016 academic year saw the inception of the Institutional Effectiveness Committee (IEC). Goals for the first year were to establish guidelines for the process, establish a calendar for IE actions, and to complete the first IE reporting cycle.

In September/October, guidelines were established and instructions for both academic and non-academic units were created. The IEC chairs met with campus units at the Dean/AVP level to discuss the IE process and answer questions. During this time the Strategic Planning group sought greater alignment between the IE process/calendar and the Strategic Planning process/calendar, so the chairs of both groups met to establish a common calendar.

During the November-January timeframe, units submitted IE reports using the Compliance Assist reporting tool in 4 areas: executive summary, unit goals/objectives, student learning objectives (if applicable), and budget requests.

In February, subcommittees of the IEC met to evaluate the submitted IE reports. Feedback from the subcommittees was returned to the units at the beginning of March.

The IEC met a final time in April to discuss issues with the IE process and make suggestions for the following year. In addition, a system by which one co-chair rotates off each year was established and funding was secured to provide a stipend for a faculty member to serve as co-chair on a continuing basis. Interviews for the next co-chair were conducted, and Dr. Anne Black was selected. Ms. Hunter will continue to serve on the committee in an ex-officio capacity, but will rotate out of her co-chair position in the fall.

Goals for next year:

Modifications to the calendar and reporting tool were suggested and will be implemented with the intent of increasing participation in the IE process. In addition, we are pursuing continuation of the Campus Labs contract for an additional year (the current contract expires in September). If this effort is unsuccessful, we will have to establish a new reporting system for the 2016-2017 academic year.