

# Institutional Effectiveness Committee

## August 5, 2011

Committee/Meeting Name	Institutional Effectiveness Committee				
Date	08/05/2011	Starting Time	9:00 a.m.	Ending Time	10:30 a.m.
Location	Library 113			Recorder	Sarah Davis
Members Present	Danita McAnally, Dr. Lana Jackson, Mark Hanna, Macy Kohler, Jeanetta Smiley, Carol Bevel				
Guests					
Absent	Kerrie Young, Jessica Smith, Kara Larkan-Skinner, Kristin McDonald-Willey, Bobbie Hyndman, John Gladstein, Judy Massie, Jon Bellah, Jodie Lindseth				

Topics	Discussion, Information Presenters:	Action to be Taken, Decision, Recommendation, Timeline
<b>I. Committee Membership</b>	Tabled	
<b>II. Minutes</b>	Minutes corrected (Carol Bevel was present).	Minutes stand approved
<b>III. Committee Charge</b>	<p>Danita McAnally: Presented a handout of the "Non-Instruction Program Review" changes to be reviewed and edited.</p> <ul style="list-style-type: none"> <li>• What should we change</li> <li>• What changes and improvements need to be made</li> </ul> <p>Non-Instructional will be reviewed first then we will review Instruction</p> <p>Edit with Non-instructional as base</p> <p>Explained the colored portions of the Non-Instructional form:</p>	

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	<p>On first page</p> <ul style="list-style-type: none"> <li>I. Restructure is being considered for budget reasoning.</li> <li>II. Blue: branch questions</li> <li>III. See page 6; recommend staying as is...Instructional will be like this and will be more academic...Budget 2<sup>nd</sup></li> </ul> <p>C. It was felt this question was difficult to understand and took out specific plan date as seen in yellow highlight. Integrates with PET form to make connections with the Strategic Plan</p> <p>The Non-instructional Program Review will be used as a base for the Instructional.</p>	<p>At this point the committee turned to review and editing of the Program Review.</p> <p>Approximately half of the document was edited. The changes that were determined will be reviewed at the next meeting. Also, the remained of the document will be edited and submitted for approval.</p>
<b>Next Meeting</b>	Next meeting: August 12, 2011, 9 am, Library L113.	
<b>Adjourn</b>	10:30 am	