

## **Institutional Effectiveness Committee**

### **Zoom Meeting Minutes**

**4 pm on May 7, 2020**

**Attendees:** Da'Mon Andrews, Armond Boudreaux, David Chevalier, Carlos Cunha, John Giebfried, David Gribbin (Chair), Mike Rountree, Angela Storck, Tommy Upchurch, and Sheila Wentz.

**Absent:** Nick Kelch, Sandra Sharman, and Jimmy Wedincamp

Mr. Gribbin opened the meeting by reporting on progress being made on filling the committee's roster. He welcomed John Giebfried to the committee as the faculty elected representative and noted that with Elizabeth Gilmer's retirement, a new committee appointment needs to be made for a representative from Institutional Advancement.

Noting that several committee members needed to attend a called meeting of the President's Cabinet at 4:30 pm, Mr. Gribbin reported briefly on each agenda item and took questions from committee members. These items included the reporting of errors in the Compliance Certification submitted in March and the next steps in the decennial reaffirmation process. One issue discussed was the timing of the termination of the Associate of Science in Recreation Program, since the USG requires two years notice prior to any academic program terminations. A draft college policy for academic program creation and termination is now before the Academic Policy and Curriculum Committee and Dr. Andrews agreed to revise the draft so that the new policy is consistent with the Academic Affairs approval process.

Mr. Gribbin noted that both a Focused Report in response to the off-site peer review and a Quality Enhancement Plan (QEP) would need to be completed by the end of July with the assistance of the College's external reviewer. To provide committee members with context for the decennial reaffirmation process, all members can now view the decennial presentations in Compliance Assist for both the 2020-21 and the 2010-11 reviews

The meeting concluded at 4:25 pm.

Minutes submitted by David Gribbin