I. Welcome

II. Approval of Minutes

III. Revision of IE Logic Models

IV. 3.3 Institutional Effectiveness Overview

V. Distribution of relevant paperwork, documents, and files
   a. The Principles of Accreditation: Standard 3.3
   b. TAMUCC Example

VI. Determination of data needs

VII. Timelines
   a. Data request submitted by August 23rd
   b. First drafts of report due November 2012
   c. Final drafts of report due March 2013

VIII. Assignments and Determination of Regular Meeting Time

IX. Questions

X. Adjourn

Minutes of Meeting:

- Welcome: Dr. Courtney Kernek
- Minutes from July 17, 2012 meeting reviewed and approved with one correction.
- Discussion on IE Role Models
  - If Resources should be a separate column.
    - Recommended to leave the format as is with no changes
  - Any supporting materials, if necessary, will follow the IE Role Model sheet
  - Right now Dr. Kernek’s department is set to pilot the IE Model for the Fall 2013 semester
    - Recommended that everyone begin using it for the Fall 2013 semester
    - SLO’s – Three is ideal (okay to go up to ten maximum)
- TAMUCC Example – Handout given to attendees as a guideline
- Data request – All members tasked with getting their data requests to Dr. Kernek by August 23rd
Texas A&M University – Commerce

Institutional Effectiveness Committee

August 21, 2012 at 2:00 pm in BA 218

- Regular meetings will begin the second week of September and will be monthly to begin
  - The best time looks to be Tuesday afternoon

**Action Items**

1. Goals are written from the Fall semester to the next Fall semester
   a. What is the timeline to use
2. What does the Semester of Record mean
   a. Is that a term we need to use and follow
   b. If so is Fall 2012 the semester of record?
3. What is the timeline that should be used
   a. Is it 3 years, 5 years, 10 years – need clarification
4. Who will set the deadlines to have the IE Plans in place
   a. When will it be distributed
   b. Recommended it be sent out as soon as possible
5. Provide list of administrative units
   a. Should be able to be extracted from WEAVE
   b. What units need to turn in an IE Plan
6. Confirm the IE Logic Model is good without any modifications to current format

**In attendance:**

Dr. Courtney Kernek; Dr. Sharon Johnson; Mrs. Cheryl Scott; Dr. Donna McCrary; Dr. Judy Ford; Mr. Randy Jolly; Ms. Rebecca Hanstad