Texas A&M University – Commerce

Institutional Effectiveness Committee

September 6, 2012 at 1:30 pm in BA 251

I. Welcome

II. Approval of Minutes

III. Revision and approval of IE Logic Models

IV. 3.3 Institutional Effectiveness Overview and Immediate Needs

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

VI. Generation of Planning Units list and determination of data needs

VII. Distribution Strategy for IE Models

VIII. Timelines
   a. Preliminary Summary of Finding due September 12th
   b. First drafts of report due November 2012
   c. Final drafts of report due March 2013

IX. Determination of Regular Meeting Time

X. Questions

XI. Adjourn

Minutes of Meeting:

• Welcome: Dr. Courtney Kernek
• Minutes from August 21, 2012 meeting reviewed and approved
• Review of the IE Logic Models
  o Educational Programs Model
    ▪ Demonstrate we have comparable outcomes for face-to-face, online and off-campus programs
      • Must fill out a different form depending on the delivery method
    ▪ Goals and objectives may be the same for different types of delivery
    ▪ Take course approach instead of degree approach
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- For online – if it’s 50% or more of online delivery can be classified as online
- Demonstrate how online courses compare to face-to-face
  - Organizational Support Services Model
    - Resources column
      - Need to have breakdown if the resources are new or existing
    - It was decided to present the IE Logic Models for review at the UEC meeting in two weeks, on September 25 at 1:30 pm in BA 290
      - Roseann will discuss how the Logic Models tie into the Strategic Plan
      - Cheryl might want to discuss how they could help with the budget
      - Pose the question, whether Institutional Imperatives or the Strategic Plan should be used
      - Need to give a specific time for the UEC to review – perhaps a week
    - In the interim before the UEC signs off on the form with or without changes, it was decided to go ahead and hand out in draft form so everyone can begin working
      - Handed out the Style Guide and Tips for Compliance Report Writing to the committee
      - Units should be determined submitted to the Dean’s and if they are okay with the list move forward
        - Discussed some overlapping of units on different standards
      - Distribution of the IE Logic Models will be done by the committee members with a brief explanation of what is expected
      - The SACS Steering Committee has called for a summary and recommendation of each assigned standard
        - All Sub-Committee members will need provide this information to Courtney
      - Next meeting will be Thursday, September 20 at 3:30 pm

Action Items
1. Update the IE Logic Models with changes agreed upon today for review at the next meeting
2. All sub-committee members will need to provide Courtney with their summary and recommendation for each assigned section by noon on September 11.
3. Prepare to present the IE Logic Models at the UEC meeting on September 25, at 1:30 pm in room BA 290
4. Replacement of one sub-committee member is still under way. Courtney will meet with the Dean of that department for recommendations. Tentative timeframe is Monday, September 10 to hear back from the Dean.

In attendance:
Dr. Courtney Kernek; Dr. Roseann Hogan; Dr. Sharon Johnson; Mrs. Cheryl Scott; Dr. Judy Ford; Dr. Ricky Hobbs; Dr. Anil Chourasia; Ms. Rebecca Hanstad