

Meeting Minutes

SACS Institutional Effectiveness Committee, Meeting 4

March 9, 2010

3:00 – 4:00 PM

Attended:	G. Mattox, Chair	B. Booth	J. Herbert-Carter
	W. Alexander	V. Floyd	D. Florence
	S. Watson	R. Morrow	
	P. MacLeish	P. Kennedy	

Topic/Agenda Item	Discussion/Conclusions	Follow-Up/Actions
Review/Approval of Minutes	<ul style="list-style-type: none"> Meeting minutes approved by all members 	
SACS Update	<ul style="list-style-type: none"> Dr. Epps and Dr. Williams, who is a SACS reviewer, spent two days with MSM focusing on the Quality Enhancement Plan (QEP). The IEP committee received an overview of their visit which was very beneficial to the MSM. MSM must validate what we are doing including alignment of the budget with Institutional goals. Drs. Epps and Williams emphasized accreditation is our friend. It is also a way to leverage support for needed resources from administration. The presentation from Drs. Epps and Williams is on the S drive. 	
Committee Updates	<ul style="list-style-type: none"> Reviewed sample Institutional Effectiveness reports from two schools. Our Committee is on task. Gathering information, reporting on information and identifying challenges. Dr. Mattox and Ms. Fox's meeting with President Maupin has been rescheduled until after the Board of Trustees meeting in April. Will send template which Phyllis Kennedy developed to committee members to help organize review questions and data. The Committee discussed key individuals for each subgroup to gather information. Some information may be in reports prepared for Board Meetings. Will seek permission to access Board Reports. 	

	<ul style="list-style-type: none"> • Noted that the mission statement has changed and is not as well known as it has been in the past. Need a campaign to reiterate the mission statement. • We discussed the Annual Report from Institutional Advancement; follow-up will include demonstrating how monies raised are disseminated and how this impacts educational units. • Meeting every two weeks does not allow enough time to complete assignments. Will meet again in April after the Board meeting. 	
Next Steps	<ul style="list-style-type: none"> • Will send an e-mail update before April meeting. 	
Adjourn		
Next Meeting		April 13, 2010, 3:00 – 4:00pm