



Institutional Effectiveness Committee

Minutes

Date 09/21/2015 Start Time 2:00 PM Adjournment Time 3:00 PM Location ULIB 640
 Type of Meeting Regular Special

CHAIR	Eric Pani
SECRETARY	Allison Thompson
ATTENDEES	Joydeep Bhattacharjee, Kelli Cole, Jeff Hendrix, Mike Camille, Leonard Clark, Don Smith, Bruce Walker
ABSENT (EXCUSED)	Eric Pani, Marc Calhoun

Agenda

GENERAL ANNOUNCEMENTS		
1. Vice-chair Bhattacharjee announced Chair Pani's absence due to illness. 2. Allison Thompson volunteered to serve as committee secretary for one year; members approved.		
DISCUSSION TOPICS		
1. Vice-chair welcomed members, reiterated purpose of the committee, and distributed agenda. The committee's goal for the semester is to create a set of institutional goals and outcomes with associated performance metrics by January 2016. 2. Bruce Walker noted that his tenure on Faculty Senate, on which this committee appointment was originally based, has finished; the chair should consider replacing him with a current Faculty Senate member. He is happy to continue to serve in the interim. 3. After agreeing that a genuine plan for measuring institutional effectiveness should begin with defining the University's goals, members shared ideas about ways to organize the creation of institutional goals and outcomes, discussed potential components for an annual report on institutional effectiveness, and discussed existing sources of information that might be useful as measurement tools. Walker reminded the group about previous committee discussions of the need for conciseness and suggested using the strategic plan core values as a base for IE goals. Members agreed that outcomes concerning institutional and student success metrics like enrollment, retention, and graduation and faculty and staff metrics could be framed in this way. Walker suggested that, because the group agreed that transparency of process and collaboration among constituents were necessary to success of the project, the committee could ask groups like the Faculty and Staff Senates and Student Government Association to have a substantial role in the creation of metrics. On the use of existing data sets, Hendrix cautioned that information that looks similar across sets may be calculated in different ways, so we need to choose metrics judiciously with an eye toward ensuring valid comparisons. Hendrix also pointed out that the committee charge might need to be updated to more accurately reflect the purpose of the group which seems to have evolved at least somewhat since the committee's inception.		
CONCLUSIONS		
Vice-chair Bhattacharjee will discuss the committee charge with Chair Pani to determine what, if any, revisions are needed and whether Walker's committee service commitment has been completed. Members will generate ideas for proposed goals, outcomes, and appropriate metrics. The next meeting time is to be determined based on members' schedules.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

Approved by committee/council chair Yes on 9/25/2015