

Council for Institutional Effectiveness Meeting Minutes – October 18, 2005

Members Present: Chris Crawford, Paul Adams, Win Jordan, Patti Griffin, Tom Jackson, Shala Bannister, Diane Scott, Craig Karlin, Carol Solko, Phillip Woodford, Kiley Eisenhour, and Bill Smriga

Members Absent: Larry Gould, Cindy Elliott, Dennis King, John Ross, Steve Williams, Deb Mercer, Jeff Briggs, David Schmidt, Joey Linn, and Larry Getty

Next Meeting: Tuesday, November 15, 2005, 3:30-4:30 pm
Pioneer Room – Memorial Union

I. Call to order

- Meeting called to order at 3:30 p.m. by Chris Crawford.

II. Reports and Information

- AQIP Systems Appraisal Feedback Report–Executive Summary DRAFT – Patti Griffin distributed the appraisal feedback report prepared by the sub-committee. This report will be incorporated in the strategic planning process including upcoming forums. Chris thanked the committee for their work.
- NSSE Workshop – Chris reported on the recent NSSE workshop he attended in Edmond, Oklahoma. FHSU is using the NSSE report generally in the same way as other universities. But we are also under-utilizing the NSSE data, like other institutions are doing, too. Some of the feedback could go back to relevant departments concerning certain individual pieces. It is encouraged that the NSSE results, particularly individual data points, be reviewed by both student affairs and academic affairs members of the committee to see how those data points may help their particular departments. The response rate is low for FHSU – approximately 20%. We will be implementing a media campaign and a drawing for an iPod to encourage responses from freshmen and seniors on the survey. The NSSE survey goes to freshman and senior students who pay on-campus tuition. FSSE (for faculty) surveys will also be administered to all teaching faculty this year.

- YOTD News – The Year of the Department activities will begin in January 2006.
- Spotlight on Methods: Quality Handbook – Chris asked for feedback as to whether FHSU would benefit from a quality methodology handbook. The reason that he is considering moving forward on this project is because more departments are doing strategic planning and having more planning meetings. Chris shared examples of quality handbooks of various organizations. The one that he found to be of high quality is Sprint's quality handbook. It was suggested that a committee be formed to pursue this project. The first publication could be web-based then it could be considered for book publication. Chris suggested that the CIE committee members visit with other campus members for input as to whether it would be helpful to have such a handbook.

III. Council Actions

- Tactical Initiatives for KBOR Performance Agreements – Chris shared results for FY05 with committee. There is a lot of concern about Goals 1 and 2 not being met. There was a lengthy discussion as to how to achieve the KPIs set out in Goal 2. It was suggested that we look at schools where diversity issues have been addressed successfully.

V. Adjourn

Meeting adjourned at 4:45 p.m.

VI. Next Meeting: Tuesday, November 15, 2005, Pioneer Room, Memorial Union