

Council for Institutional Effectiveness

Meeting Minutes – November 3, 2003

Members Present: Chris Crawford, Larry Gould, Patti Griffin, Tom Jackson, Mike Michaelis, Shala Bannister, Joey Linn, Carol Solko, and Mitchell Hall.

Others Present: John Heinrichs

Next Meeting: Tuesday, December 9, 2003
3:00-4:00pm - Pioneer Room – Memorial Union

I. Announcements

- Meeting called to order at 3:00pm by Chris Crawford.
- Agenda and other supporting documents were distributed.

II. Status Update

- Data from the AQIP 9 Quality Criteria and the AQIP 4/5 Action Projects is nearing completion.
- Chris is in the process of revising the FHSU AQIP website and will be updated on a regular basis. Please check it out.
- Dr. Heinrichs presented a report on the progress of the Research Environment Task Force. He distributed a document the task force has approved to promote the research environment at FHSU. A survey will be distributed shortly to see what the faculty's perception of FHSU's research environment is. Please let him know of any suggestions you have.
- A copy of the AQIP survey results was distributed. There were 277 responses out of a distribution of 750. Overall, approximately half of the respondents understand while the other half of the respondents didn't quite know what AQIP is.
- Patti distributed a sample and gave an update on the Noel-Levitz system. A tool that could be used for student retention. This particular report was focusing on the trouble student. Concern was raised as to the other student groups, i.e., the adult learner, the graduate student, international students, virtual college students, and the traditional student. Dr. Gould will discuss this issue with the President. He feels that a coordinated effort through Student Affairs with representatives from other parts of the University could be made and that an Action Plan Committee could be formed.

III. System Portfolio

- A detailed flowchart of the System Portfolio process was distributed. Three AQIP forums have been scheduled. Please make every effort to attend. An announcement to the campus will be sent out shortly. They are as follows:
AQIP Forum 1 - Discussion of Quality Criteria 1, 2 3 & 4
November 14, 2:00-4:00pm, Trails Room in the Memorial Union
AQIP Forum 2 - Discussion of Quality Criteria 5, 6, 7, 8, & 9
November 17, 11:30am-1:30pm, Trails Room in the Memorial Union
AQIP Forum 3 - Discussion of Vital Goals 1, 2, 3, 4, 5
November 20, 2:30 - 4:30pm, Field Conference Room in Sheridan Hall
Refreshments will be served at each of the forums.
- Chris has asked the Quality Champions to ask 2 more FHSU members to assist on the writing and reviewing of their assigned sections. Please make every effort to help them in any way that you can.

IV. Action Items

- NSSE has been signed for FHSU to participate. This is a survey of students and how they perceive their course work at FHSU.
- FSE another survey instrument has also been initiated. This is a survey to faculty and how they perceive the teaching and scholarly activities at FHSU.
- In the Spring, we should re-examine the metrics of our measuring tools.
- Applying for a Kansas Award for Excellence. Several departments and the University have been through the application process. Teacher Ed, EAC, Justice Studies, the Library and FHSU have all received a level one award this year.
- Form an ad hoc committee on the Single Common Report.

V. Adjournment

- Meeting adjourned at 4:45pm.