

Council for Institutional Effectiveness Meeting Minutes – December 15, 2003

Members Present: Chris Crawford, Larry Gould, Tom Jackson, Carol Solko, John Ross, Steve Williams, Jeff Briggs, and Diane Scott.

Members Absent: Paul Adams, Carol Patrick, Patti Griffin, Mike Michaelis, Shala Bannister, Deb Mercer, Dave Schmidt, Larry Getty, Joey Linn, Cindy Cline, Dan Heater, and Mitchell Hall.

Others Present: None

Next Meeting: Thursday, January 22, 2004 3:00-4:00pm
Pioneer Room – Memorial Union
(Key Performance Indicator Sub-Committee)

I. Announcements

- Meeting called to order at 3:05pm by Chris Crawford.
- Agenda and other supporting documents were distributed.

II. Status Update

- Chris presented an update from the Research Environment Task Force. They have in progress 15 goals they are defining. A survey has also been conducted. Results from the survey will be presented to the Council by April, 2004.
- A draft copy of the Institutional Overview of the Systems Portfolio was discussed. The draft should be finalized by the end of the month.

III. Action Items

- Justice Studies, Teacher Education, Educational Administration & Counseling, Forsyth Library, and the University all received Level 1 Kansas Award for Excellence Commitment to Excellence Awards. KAE is changing the structure of the program. The level one awards will become certificates and there will be one quality award given. The criteria for judging will be based on the Baldrige guidelines. This year three Level 3 awards were given. Lawrence Community Hospital, a Division of Boeing, and Johnson County Community College were the recipients. Applications for next year are due in April, 2004.

- The draft of the departmental annual report was reviewed. This will be an item on the Council of Deans agenda. It is planned to have a copy with instructions to the Chairs to by 3/1/04.
- Two sub-committees have been formed. See the agenda for the distribution of membership. One is the System Portfolio Review and the other is the Key Performance Indicators. The members of the System Portfolio will review and give feedback on the drafts of the System Portfolio and the other committee will review the key performance indicators.

IV. Future Items

- Report from the Research Environment Task Force.
- Report from the Key Performance Indicators Subcommittee.

V. Adjournment

- Meeting adjourned at 4:00pm.
- Next Meeting - KPI Subcommittee: Thursday, January 22, 2004 at 3:00pm in the Pioneer Lounge.