

# **Council for Institutional Effectiveness Meeting Minutes – April 18, 2005**

**Members Present:** Chris Crawford, Paul Adams, Patti Griffin, Tom Jackson, John Ross, Shala Bannister, Ed Mills, Jeff Briggs, David Schmidt, Joey Linn, Craig Karlin, Carol Solko, and Phillip Woodford.

**Members Absent:** Larry Gould, David Goodlet, Cindy Elliott, Dennis King, Steve Williams, Deb Mercer, Larry Getty, Dan Heater, Diane Scott, Bill Smriga, and Mitchell Hall.

**Next Meeting:** Monday, May 16, 2005, 3:00-4:00pm  
Trails Room – Memorial Union

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## **I. Call to order**

- Meeting called to order at 3:00 p.m. by Chris Crawford.

## **II. Reports and Information**

- 2004 Performance Agreement Report. Chris shared the 2004 Performance Agreement report that was submitted to the Board of Regents. The BBA Management degree will be offered online.

## **III. Council Actions**

- Update on KPI review by Quality Champions. The Quality Champions committee is reviewing all KPIs for AQIP. They have worked through Criterion 4 so far. After Quality Champions completes its review, then the KPIs come back to this committee. AQIP has made a change on how institutions respond to the various criteria listed in its report. Institutions may now respond to approximately to one-third to one-half of the criteria questions rather than all of the criteria questions as they have in the past. Chris reported that the Quality Champions committee expressed concern that this change may lead to abuse by some institutions and may not challenge institutions to strive to achieve higher goals.
- Year of the Department. Departments are given a charge to redeploing some of their core processes. Examples of the core processes that could be addressed by departments are recruitment, retention, internal processes, curriculum processes, and/or focus on one of institutional goals. The primary goal of the Year of the Department is to strengthen the proc-

esses of the department. Action plans should be tied to the department processes.

- Department Scorecard. Chris presented a template of the department scorecard. This scorecard can be incorporated into the annual department report. The scorecard can be used to keep track of what is important and unique for each department.

**V. Adjournment**

- Meeting adjourned at 4:00 p.m.

**VI. Next Meeting:** Monday, May 16, 2005, 3:00 pm, Trails Room, Memorial Union