

Council for Institutional Effectiveness Meeting Minutes – July 18, 2005

Members Present: Larry Gould, Chris Crawford, Patti Griffin, Win Jordan, Tom Jackson, Dennis King, John Ross, Shala Bannister, Steve Williams, Jeff Briggs, David Schmidt, Larry Getty, Joey Linn, Craig Karlin, Carol Solko, Kiley Eisenhour, and Phillip Woodford.

Members Absent: Paul Adams, Cindy Elliott, Ed Mills, Dan Heater, Diane Scott, and Bill Smirga.

Next Meeting: Monday, August 15, 2005, 3:00-4:00pm
Pioneer Room – Memorial Union

I. Call to order

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

II. Reports and Information

- AQIP Systems Appraisal....next steps: The Systems Appraisal feedback report was discussed and subsequent steps that should be taken by the university. Chris indicated that it needs to be reviewed with a response/feedback prepared by a subcommittee. Chris will write an executive summary relating to the university's AQIP report and feedback report, which he will draft in the next two to three weeks. The deans will review the feedback report in Provost's Council. There will be a strategy forum in Chicago with the Higher Learning Commission. Five or six university representatives will attend the forum, which will be either late this year or early next year.

An official response is not necessary. It will be used internally as part of the AQIP. The subcommittee was appointed, consisting of Patti Griffin (chair), Jeff Briggs, Craig Karlin, and Larry Getty. Win Jordan was invited also to be on the subcommittee. He will consider it and get back to Chris and Patti. Chris asked the subcommittee to meet and have a response by September 15, 2005. The subcommittee requested a copy of the PEAQ analysis that was done in 1994 in order to compare the reports.

- 2006 Performance Agreement Goals submitted: The mobile computing goal replaced the NCATE goal. The KPIs for a previously submitted goal

were also amended. The Performance Agreement for 2006 was submitted to KBOR. KBOR will consider the KPIs and may make some changes.

III. Council Actions

- YOTD, Draft document: Chris asked the committee to share the Year of the Department document with their groups. Chris offered to come to the Student Affairs and the Administration & Finance staff meetings in September to help their departments in applying the YOTD to their departments. Using the departmental initiatives and affinity diagrams will help the processes in the YOTD initiative.

Two primary goals of the YOTD is for the faculty to know what is AQIP and become more of a departmental citizen and be actively involved in increasing the quality of their department. It should be a collective effort by departments, within departments. The YOTD process is a great way to prepare for program review.

- Need for Processing...Subcommittees? Chris asked for a subcommittee to be formed to look at the various assessments done by the university and evaluate those assessments. The University Assessment Steering Committee has evaluated the NSSE and Senior Survey data and is preparing a University Assessment Strategic Plan, but there are questions about how other assessments are being evaluated. The subcommittee consists of Craig Karlin, Dave Schmidt, and Chris Crawford.
- Performance Scorecard for 2006 PA: The timeline for the 2006 Performance Agreement goals is: Goals 1 through 4 will remain in the agreement for two years; and Goal 5 for three years.

The 2005 Performance Agreement report is due March 15, 2006.

- Spotlight on Methods: Professional Organizations – NCCI and ASQ – Get involved: Chris recommended that committee members consider attending national and regional conferences such as those offered by NCCI and ASQ and presenting on a successful major quality initiative of their department.

V. Adjournment

- Meeting adjourned at 4:30 p.m.

VI. Next Meeting: Monday, August 15, 2005, 3:00 pm, Pioneer Room, Memorial Union