

Minutes of the Meeting of February 20, 2018  
Procurement Conference Room 126

---

The Institutional Effectiveness Committee was held in Procurement Conference Room (126) on February 20, 2019. The meeting convened at 3:01 pm, with Dr. Dr. Mathis Mathis and Ms. Adkison Adkison facilitating.

Ms. Bliss Adkison, Dr. Molly Mathis, Dr. Ryan Zayac, Ms. Melissa Medlin, Dr. Tera Kirkman, Ms. Anita Holcombe, Dr. Jessica Mitchell

Dr. Joy Borah, Dr. Mark Foster, Dr. Leah Graham

---

- The averages for each category were reviewed:
  1. Clarity and Specificity of Learning Outcomes and/or Goals: 2.625
  2. Course/learning experiences or actions are mapped to outcomes/goals: 2.375
  3. Relationship between measures and outcomes/goals: 2.65
  4. Types of Measures: 2.28
  5. Benchmarks (Prior results indicated): 1.93
  6. Program modifications and improvement regarding student learning and development (Action Plan): 2.16
- Ms. Adkison stated the importance of institutional benchmarks going forward
- Ms. Adkison asked the committee for any feedback regarding the Meta Assessment
  - Dr. Mathis- suggested that it was difficult to look at everything as a whole, and that it would be helpful to have separate rubrics for the learning outcomes and the departmental goals
  - Ms. Holcombe- asked if the departments had examples of what is expected of them
  - Dr. Zayac- stated there has been little follow through in the past and was concerned that faculty by-in may have been an issue
    - Ms. Adkison agreed with Dr. Zayac and stated that in the future the department's results would be discussed with them and a closing of the loop process would be put in place
  - Dr. Kirkman- suggested that departments may be providing too much information in fear of losing funding requests. She suggested during future meetings they be informed of the need for succinctness in their goals and outcomes
    - Ms. Adkison mentioned it would be beneficial to clarify with the Chairs why we are asking for certain criteria
  - Dr. Mathis- mentioned it would be helpful to the reviewer and the Chair to make all annual report questions mandatory because many questions are left blank.
  - Dr. Mitchell- suggested the homegrown system may be driving the way they are filling out the assessments
    - Ms. Adkison informed the committee that Mitchell has agreed to meet to make changes to the system
    - Dr. Zayac

Dr. Kirkman mentioned the suggestion boxes on the form are not big enough

- The committee was in agreeance that it would be helpful to have two separate rubrics for the learning outcomes and the departmental goals
- Dr. Kirkman suggested being able to grade things on a .5 scale
- Ms. Adkison mentioned next year there will be a norming session with the rubric before all of the assessments are graded

- The committee agreed that while it took time, the amount per person was feasible
- Ms. Adkison mentioned potentially increasing the committee from 10 to 15 members

- Ms. Adkison informed the committee that the General Education Committee discussed a new date for the annual report submission, but had concerns with moving it all the way up to May, as it is currently due September 30<sup>th</sup>.
- The committee discussed the current confusion some faculty experience in differentiating between the year they are entering and the year they are reviewing
- Ms. Medlin suggested moving the date from 9/30 to 7/30, awau 4.99t(m)-6.nhdhpi/TT1 C /C1hers vf (t)7.9 (r

