Institutional Effectiveness Committee

February 17, 2011

Raburn Conference Room

Chair Blackstone called the meeting to order at approximately 3:15 pm. The following members were present: Ms. Amy Butler, Dr. Thomas Calhoun, Dr. Kerry Gatlin, Dr. Vagn Hansen, Dr. Andrew Luna, Ms. Gail Sutherland, and Dr. John Thornell.

**Agenda**

Due to a lack of a quorum the agenda was reviewed but not approved.

**Minutes**

Due to a lack of a quorum the November 11 minutes and the January 27 minutes were not approved. They will be reviewed and approved at the next IE meeting.

**New Business**

Dr. Gatlin distributed two handouts concerning the SACs update. These were information items for the committee. The first handout “Summary Report - Status of Institutional Effectiveness” was reviewed by Dr. Gatlin. He pointed out areas of concerns and reviewed highlights of results. Dr. Gatlin noted that the role of the IE Committee needs to be clearly defined concerning these issues and that the committee needed to be ready for documentation in the summer. He requested a called meeting in two weeks to discuss these issues. Dr. Thornell suggested that Dr. Gatlin come before the SACS leadership team as an intermediate step before the called meeting. Dr. Thornell noted that there is a need for this committee’s charge to be defined concerning SACS issues. The second handout “Supporting Documentation Needed” is a list of supporting documentation that is needed. Dr. Blackstone will send both documents to the committee via email for review.

The General Education Audit Report will be discussed at the next monthly meeting.

Chair Blackstone discussed the composition of the committee. Concerns were: who has voting rights and can the committee be narrowed down. She noted that Dr. Luna has no voting rights on this committee. These issues will be discussed at the next monthly meeting.

Dr. Blackstone will send an email to committee members concerning the called meeting on March 3.

The meeting was adjourned at 4:00 pm.

Respectfully submitted,

Debbie Westmoreland