Institutional Planning & Assessment Committee Meeting
April 7, 2017
11:00am

Present – Dr. William Harn, Dr. Theresa Hefner-Babb, Dr. Judith Mann, Dr. Greg Marsh, Dr. Nicki
Michalski, Dr. Srinivas Palanki, Mr. Jarrod Rossi, Dr. Bishar Sethna, Dr. Kevin Smith, Dr. Henry Venta
Dr. Hefner-Babb update
 Handouts of the standards as they currently look. The QEP has been merged in it also.
o F4.1 2014, this is the information that was included in the fifth year report. Information is
on there and links that can be looked at.
o F2.5 page is from the 2008 report. 2.5 is about the overall planning and evaluation/review
of goals and outcomes, continuing improvement institutional quality. Overall standards that
says we are doing planning, campus master plans. There are a lot of web resources links to
different strategic plans from different colleges.
o F3.31-different educational programs history of institutional effectiveness, strategic plan
and courses.
Dr. Venta
 Stated that we were in the early stages of using weave during the last reaffirmation he
mentioned maybe we could create a report so all things can be the same. Create an annual
assessment report, and put them on weave. Jarrod possible double up to make a template to
make one space available, create a database where all reports for every program are located.
 Has concerns about core, there is an entity for that in weave but it has not been monitored by
the IE committee. If assessments are done in two different departments the assessment tool is
the same. Example brought up by Jarrod, stats in psych and math they are counted in the core,
and one taught practical one taught theory. Can’t compare the results of the two because they
are not even. Assessment will have to be consistent.
 Work on a webpage that has the function to be able to upload all of these documents in a PDF
version for SACSCOC page for the IE committee. This would show that we are systematic about
how we do it, what are the program goals, what are the things we are doing? We can give more
of the narrative. We could say, here are some illustrated points that have more innovative
thinking.
Dr. Hefner-Babb
 Will focus on their main part of this and will also help with the student achievement aspects of
the sections of undergraduate and graduate programs. May be times were we need to take and
get both groups together to make sure all info getting covered. The data will captured fall 2017
spring 2018. They will want to see the assessment data of 2018 academic year.

 For your individual committees make sure that you have no more than 10 members. Make sure
it is broad base. One you have selected who they are please let me know so I can list them on
the website so SACS can go to website and see who is on each committee. Also, we are hoping
to get a calendar put on the website so the meetings can be listed on it. Dr. Hefner-Babb
mentioned that she would be glad to attend any of your meetings with your committee
members if it works with her calendar.

 The report final needs to be turned in Sept. 2018, we need to have time for it to be edited and
go to publisher. Asking for drafts no later than April 2018. New standards come out in Jan. 2018.  Each committee will have access to online compliance program, so you will be able to put your
text and links and edit from there.  The SACS vice president will be here July11 and 12