

Meeting Minutes

SACS Institutional Effectiveness Committee, Meeting 1

January 26, 2010

3:00– 4:00

T. Akintobi
R. Matthews
B. Booth

A. Fox
R. Morrow
S. Lamb

P. Kennedy
S. Watson
P. MacLeish

Topic/Agenda Item	Discussion/Conclusions	Follow-Up/Actions
Welcome	<ul style="list-style-type: none"> x Drs Mattox and Floyd welcomed the committee and charged everyone with completing the Institutional Effectiveness portion of the SACS process. 	
What is SACS?	<ul style="list-style-type: none"> x 2001 was last SACS reaffirmation. Presently in 10 years reaffirmation due 2011 x Our SACS Team consists of six committees: The Steering Committee, Compliance Certification Committee, Institutional Effectiveness Committee, Quality Enhancement Plan Committee, Communications and Documentation Committee and the Logistics Committee x Review of the SACS Process (PowerPoint handout) x <u>SACS Hotlist</u> (areas where most institutions are questioned by the SACS offsite committees) <ul style="list-style-type: none"> o Quality Enhancement Plan because it's a new piece of Faculty Qualifications documentation issue o <u>Institutional Effectiveness</u> because we must not only show what we do for evaluation purposes, but how it affected positive change within the institution o All of these issues can be cleared up in the Focused Report, due to SACS six weeks before the onsite visit x A shared drive has been created to upload information. Each member of the committee will have at least write access to the drive. 	

Resident Step III passage

In service exams

Specialty board passage

Learning outcome objectives

Learning objectives for every course

Pass course achieved objectives MD components have ~~prae~~

objectives and shelf exams

Every course evaluated every 3 years by curriculum committee

New courses evaluated by curriculum committee before offered

Electives updated every year by APC

Curriculum Evaluation Committee Reports

Other Committee Reports to the APS

Student Evaluations of Departments

Look at syllabus for offered courses

Students evaluate faculty and faculty receive a ~~Principle Based~~ ()4(r l)-5()k5()4(i)14(-7(ar(e)8, 0 Tdlapc -lae)o-7s)p

	<ul style="list-style-type: none"> x Review Program Review 2004 <ul style="list-style-type: none"> Faculty Development Program Teaching Academy Faculty Advisory Committee All evaluations get documented All committees on campus capture reports Role of Ad hoc committees on campus x Research within educational mission <ul style="list-style-type: none"> RAC Research not isolated interact with students in classroom GAMS Review Strategic Plan for teaching mission as it pertains to SACS x Community/public service within educational mission <ul style="list-style-type: none"> CH/PM had outside review in June report to Dean's office NCPC review PRC Community based research Community based learning OIA student service grants (Beverly Taylor) 	
Next Steps	<ul style="list-style-type: none"> x Look into where all the information is stored. x Ask unit Directors for reports. x Committee members should review the strategic plan x There is a SACS resource room in the Library. x Dr. MacLeish asked about cookies for the next meeting 	
Adjourn		
Next Meeting		February 9, 2010, 3:00 – 4:00pm