

Institutional Effectiveness Subcommittee Meeting

06. 05.08

Members Present: Katherine Garlough, Mike Knedler, James Bowen, Sheri Bushman.

Members Absent: Mark Denton, Susan Jefferies, Steve Maier

Meeting began at 2:00

1. **Co Curricular Retreat.** A co-curricular retreat is planned for July 16, 8:00-12:00 for department heads and administrators. Participants will review new forms, work on their drafts at the retreat, share strategies and best practices. Invitations will be sent via email.
2. **Academic Assessment Roundtables.** The forums will be held on a first part of October to present assessment solutions for academic areas. Several chairs have been invited to present on the following topics: Extreme Makeover: Social Sciences, Inventing Regional Norms: Business; Mega Assessments: Education; Sample Size Dilemmas: Science. Dr. Garlough will be responsible for the room, agenda, and publicity.
3. **LiveText.** LiveText will upgrade on **July 1, 2008**. Those that have already converted report that the program is now much more user-friendly. Announcements of the change will be sent by email along with instructions, a PowerPoint presentation, and possible training dates.
4. **New Assessment Forms.** The new assessment form was reviewed and it was suggested to make format changes this year and assessment cycle changes next year.
5. **The Voluntary System of Accountability (VSA).** VSA can be reviewed by PowerPoint: http://www.voluntarysystem.org/docs/homepage/VSA2007_NASULGCPresentation.pdf. College Portrait is the name of the Web template through which participating institutions communicate their VSA data to the public. Example of Western Michigan University: <http://www.wmich.edu/ir/vsa/vsa.pdf>.
6. **Accreditation and Program Review Schedule.** The schedule is being reviewed by Drs. Bowen and Knedler and will be sent to Dr. Cunningham before wide distribution is made.

Meeting adjourned at 3:30.