

Institutional Effectiveness Planning Committee

DRAFT Meeting Minutes September 13, 2016

Meeting was held in TECC and started at approximately 3:00pm.

1. Attendees:
 - a. Cheryl Aschenbach
 - b. Alison Somerville
 - c. Tara Boucher
 - d. Nancy Lounsbury
 - e. Codi Mortell
 - f. Paige Broglio
 - g. Cory McClellan
 - h. John Larrivee
 - i. Sue Mouck
 - j. Brian Murphy
 - k. Terry Bartley
 - l. Michell Williams
2. The committee elected Brian Murphy as the chair.
3. The committee agreed to meeting on the 2nd and 4th Wednesday from 1:00pm-2:00pm until the plan is complete.
4. Meetings will take place in the TECC room with an alternate location in the Business Office Conference Room.
 - a. Brian Murphy explained that we received funding in the amount of \$200,000. Plans to spend the funding were developed by last year's committee. Brian also explained that an updated College Innovation and Effectiveness Plan was available from the Chancellors office and copies will be handed out at the next meeting. The funding will be used for such things as speakers, retreat for the district, and a new software tool for visualizing data.
 - b. Sue Mouck, Cheryl Aschenbach, Terry Bartley and Brian Murphy explained the charge, structure, and history of the committee.
 - c. Discussion was held to make changes to the Charge of the committee. It was agreed upon to delete the words "through WEAVE" and to add a revision date of September 13, 2016.
 - d. Cory McClellan suggested that new employees have a rotation schedule through all committee meetings to gain an understanding of the process and what occurs in each committee.
 - e. Alison Somerville suggested that we invite the new Associate Dean of Student Success and Equity to join the committee.
 - f. Previous committee members explained that money was budgeted for keynote speakers for staff as well as students. Separate money was also budgeted to meet with High School personnel to discuss student success during the transition into college.