

**Middle Georgia State University  
Institutional Effectiveness Board**

AY 2018-2019

Minutes of Meeting, VPAA Conference Room  
9am on Friday, October 26, 2018

**Present:**

Nathanael Gilbert (Associate Professor of English, and Coordinator of Core English)  
Kendra Russell (Chair, Director Program Evaluation & Innovation of Nursing)  
Laurie Walters (Associate Professor of Psychology)  
Sumitra Himangshu (Associate Professor and Assessment Coordinator of Education)  
Troy Sullivan (Professor of Accounting and Business)  
Matthew Houston (Assistant Professor of Mathematics)  
Larry Israel (Associate Professor of History)  
Randy Spaid, (Professor of Education)  
Myungjae Kwak (Associate Professor of Information Technology)  
Courtney Stavelly (Instructor of Psychology)  
Estelle Nuckels (Recorder, Associate Professor of Chemistry)  
*Christopher Tsavatewa (Director QEP & Office of Experiential Learning) (ex-officio member)*  
*Samantha Boswell (Institutional Research and Assessment Analyst) (ex-officio member)*  
*Jon Anderson (Provost) (ex-officio member)*

**Absent:**

Kelly Whiddon (Associate Professor of Media Culture and the Arts)  
Craig Young, (Associate Professor of Health Services)  
Randy Steinmann (Lecturer of Aviation Maintenance and Structural Technology)  
Carol Sargent (Associate Professor of Accounting)  
Kevin Floyd (Chair and Coordinator of Graduate Programs for Information Technology)  
Ed Weathersbee (Chair of Aviation)  
*Dr. Michael Gibbons (Director of Institutional Research) (ex-officio member)*  
*Nancy Stroud (Executive VP of Finance & Operations) (ex-officio member)*  
*Jennifer Stenander (VP of Enrollment Management) (ex-officio member)*  
*Cheri Carty (VP of Recruitment & Marketing) (ex-officio member)*  
*Mary Wearn (Associate Provost) (ex-officio member)*

Kendra Russell called the meeting to order at 9:00am. Introductions were made. Motion to approve last meeting minutes made by Randy Spaid and seconded by Sumitra Himangshu. Motion to move the assessment portion of the meeting to the beginning of the agenda was made by Randy Spaid and seconded by Sumitra Himangshu.

Provost Anderson began the discussion on assessment. Currently there are no outstanding issues with SACS, and we want to keep it that way. In order to do so, we need to make sure that the institution can achieve objectives and be able to measure how well. This board will assist with strategic planning and assessment for the institution. Provost Anderson suggested that the board look at the strategic planning data on IR's page, know language and how well MGA implements the plan. It will be assessed at the end of the academic year.

Secondly, Provost Anderson wants this board to work on the assessment system. Originally, we had to make adjustments to get into good standing with SACS. We need to have 3 years' worth of data and have been collecting it. We have now moved to needing to report data on a 5 year cycle, so the next report is due in 4 years. This means that this year's data does not need to be reported, so this is a good year to learn from. Provost Anderson referred board members to Sections 7 and 8 from The Principles of Accreditation: Foundations for Quality Enhancement. In Section 7, he drew our attention to point 3, "demonstrates the extent to which the outcomes are achieved." It used to be required to implement changes and show improvement for the goals for each. Now, we need to have measureable goals and be able to show how we have already implemented changes. In Section 8, Provost Anderson brought our attention to point 2. For part a, he commented that educational programs needed to show evidence that changes made brought improvement. Now, educational programs just need to show that they have implemented change. For part b, core assessment is now part of the AA and AS



Samantha Boswell commented on changes coming for CPR. They have been waiting to meet with USG, but recently have gotten changes from USG for the template. They are working with Provost Anderson to make the template shorter and also generate an internal report. Provost Anderson wants a memo for CPR instead of what we have been doing. CPR rubric is coming for internal use. New template will be released on November 15<sup>th</sup>. Online submission of data from December 15<sup>th</sup> through March 1<sup>st</sup>. Deadline for data entry is March 15<sup>th</sup>. Deans will need to make a recommendation by April 15<sup>th</sup>, so we need to meet between March 15<sup>th</sup> and April 15<sup>th</sup>. There are 8 programs to be reviewed.

Nominations for officers for academic year 2019-2020. There may be more faculty joining the committee due to the increased workload. Estelle Nuckels volunteered to be chair-elect (Kendra Russell, Matthew Houston seconded). Matthew Houston volunteered to be recorder (self-nomination, Randy Spaid seconded).

A reminder about memo: There should be goals that are measurable with outcomes and that the units have made changes. Group leaders should organize and decide how to best work through reports.

The board then divided into the subcommittees. Meeting adjourned when subcommittees finished discussion.

Respectfully submitted,

Estelle Nuckels, Recorder