Middle Georgia State University
Institutional Effectiveness Review Board
AY 2018-2019
Minutes of Meeting, PSC - 256
3:00 pm, Thursday, March 7th, 2019

Present:
Laurie Walters (Associate Professor of Psychology)
Troy Sullivan (Professor of Accounting and Business)
Ed Weathersbee (Chair of Aircraft Structural Technology)
Kelly Whiddon (Associate Professor of Media Culture and the Arts)
Carol Sargent (Associate Professor of Accounting)
Kendra Russell (Director Program Evaluation & Innovation, Nursing)
Matthew Houston (Recorder, Assistant Professor of Mathematics)
Christopher Tsavatewa (Director of QEP & Office of Experiential Learning) (ex-officio member)
Dr. Michael Gibbons (Director of Institutional Research) (ex-officio member)
Samantha Boswell (Institutional Research and Assessment Analyst) (ex-officio member)
Jon Anderson (Provost) (ex-officio member)

Absent:
Kevin Floyd (Chair and Coordinator of Graduate Programs for Information Technology)
Randy Spaid, (Professor of Education)
Estelle Nuckels (Associate Professor of Chemistry)
Craig Young (Associate Professor of Health Services)
Randy Steinmann (Lecturer of Aviation Maintenance and Structural Technology)
Sumitra Himangshu (Associate Professor and Assessment Coordinator of Education)
Courtney Stavely (Instructor of Psychology)
Nathanael Gilbert (Associate Professor of English, and Coordinator of Core English)
Larry Israel (Associate Professor of History)
Myungjae Kwak (Associate Professor of Information Technology)
Nancy Stroud (Executive VP of Fiscal Affairs) (ex-officio member)
Jennifer Stenander (VP of Enrollment Management) (ex-officio member)
Cheryl Carty (VP of Recruitment & Marketing) (ex-officio member)
Mary Wearn (Associate Provost) (ex-officio member)

Kendra Russell called the meeting to order and introduced Dr. Anderson. Dr. Anderson discussed
implementation of the Strategic Plan and clarified on the charge given to the board during the Fall meeting.

After Dr. Anderson was done, Kendra Russell asked the board members if an extra meeting would be required
to evaluate the Strategic Plan or would the members rather meet in small groups. There was some discussion
on clarification on the extent of the evaluation of the Strategic Plan. It was agreed that the evaluation of the
Strategic Plan progress would occur in the same work groups using Google Docs as the assessment work in
the Fall. Kendra agreed to draft a single note from the board based on the group comments.

There was some discussion about the deadline for completing the group work and submission of comments. It
was agreed groups could provide feedback after the CPR review or provide feedback by April 19
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Kendra Russell updated the board on the 75 reports assessed in the fall and 96% of the reports were in
compliance. For future reports, Kendra had two additional comments. First, Kendra Russell stated that after
consulting with Samantha Boswell and Christopher Tsavatewa that the board does not have a set rule on the
number of objectives a program must list in the reports. Most had a minimum of two objectives. Some of the
reports assessed may have stated that more objectives were needed. Second, Kendra Russell stated that the
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Kendra Russell asked if anyone had feedback about the assessments or report forms.
Christopher Tsavatewa explained the program reports were on the Middle Georgia website in pdf form. He
demonstrated how to find these reports (https://mga.edu/institutional-research/planning-assessment/assessments-repository.php). Christopher further stated that this was a first for Middle Georgia to
have these reports available for public viewing and would be a blueprint for future assessments. Christopher
thanked the board for helping make this possible. He commented that this same system would be used for the
CPR reports.
Kendra Russell turned the meeting to Samantha Boswell to discuss the CPR reports. She explained there
were only 6 reports now with 2 more upcoming. Samantha reiterated to the board that only a single page
document signed by the Provost is sent to the Board of Regents. The IERB reports would be for internal use
only. The institution decided that enrollment and graduation would be the main metrics for these reports.
Samantha will forward reviewed program with comments to the respective Deans for response. This
information will then be shared with the Provost for response.
Kendra Russell formed subgroups of two members each to assess the CPR reports. Kendra reminded the
board that the metrics were enrollment and graduation. Ed Weathersbee pointed out that he wrote 4 of the
reports and could not assess them. The CPR reports and member assignments were:
Programs Member Assignments
Bachelor of Applied Science in Technical Management Kendra Russell, Carol Sargent, Kelly Whiddon
Bachelor of Science Aviation Science and Management Troy Sullivan, Laurie Walters
Bachelor of Science in Psychology Ed Weathersbee, Matthew Houston
Certificate in Criminal Justice Ed Weathersbee, Matthew Houston
Flight Tech Airplane Certificate Kendra Russell, Carol Sargent, Kelly Whiddon
Flight Tech Helicopter Certificate Troy Sullivan, Laurie Walters
Board broke into assigned groups. Meeting adjourned after each subgroup finished.
Respectfully submitted,
Matthew T. Houston, Temporary Recorder