



Institutional Effectiveness Committee Meeting December 14, 2009 - Minutes

Attendance:

Dr. Sherry Stewart
Bonnie Davis
Michael Spinks
Doris Carver
Debra Harlow
Dr. Karen Bowen
Phil Hille
Dawn Langley

Alisa Montgomery
Lisa Cooley
William Barnes
Dr. Walter Bartlett
Lee Proctor
John McLarty
Mike Dossett

I. *Welcome*

- Approved previous meeting minutes (July & November 2009).
 - Correction made to November minutes. Goals & Objectives Update - Administrative Services: 2009-2010 G building roof repairs, 2010-2011 F and I building roof repairs.
- Reviewed Step II of the College's Evaluation and Planning Process

Institutional Effectiveness Committee Review Meeting (December)

The purpose of this meeting is to review the current College Mission Statement and goals to make any revisions necessary, depending on the information gathered from the first meeting, environmental scans, and other sources. The committee will determine if the College Mission Statement and Goals still describe the mission of the College. The committee forwards any recommendations for change to the Board of Trustees.

II. *Review of Institutional Mission Statement*

- Reviewed the SACS Principles that directly relate to the Institution's Mission Statement (CR 2.4 & CS 3.1.1)
- Participated in a brainstorming session and reviewed mission statements from other colleges including the North Carolina Community College System for style and content.
- Discussed the evolution of PCC's Mission Statement to understand why some elements are included in the Statement of Principles.

- A subgroup of the IE Committee will take the suggestions made and come up with 2-3 versions of the mission to be considered during the next IE Committee meeting.
 - Points to consider during this review include but are not limited to:
 - the audience for which the mission is intended
 - how the mission expresses the “uniqueness” of the College
 - how should the mission address “teaching & learning”
 - how should the mission address that the College should be data-driven in its decision making
 - how does the mission speak to the preparedness of our students for the global workforce
 - should the mission address diversity and multi-culturalism

III. ***Old Business***

- Institutional Satisfaction Surveys (Benchmarks/Thresholds)
 - Service area directors and coordinators met regarding developing and assessing service outcomes for their areas. Some areas are assessing their outcomes annually others will begin during the 2010 year.
 - During this meeting, they were asked to review the Educational Support Services Survey for validity to their assessment practices.
 - Another meeting will be schedule to allow the directors/coordinators who missed the first meeting to provide their input before taking the recommendations to the IE committee.

IV. ***Other Business***

- There was no discussion.

V. ***Establish Next Meeting Date***

- January 26, 2010 11 am.

Meeting adjourned: 12 pm

Respectfully submitted: Tina Bryant-Allen, Chairperson