



Institutional Effectiveness Committee

Meeting Minutes
December 6th, 2018
LCC TECC at 3:00 pm

The meeting was called to order at 3pm by Dr. Randy Joslin

Members present:

Dr. Randy Joslin, Director of Inst. Effectiveness/Research
Dr. Trevor Albertson, Dean of Instructional Services
Michell Williams, HR Technician
Codi Mortell, Administrative Assistant
Brian Wolf, Ag. Instructor

I. Meeting Opening

Agenda & Minutes were approved

II. Discussion & Action Items

2.01 Review and Discuss Draft 2019-2024 IEMP

The main body of the IEMP was updated. A subcommittee will handle updating the Action Plan portion of the draft and bring it back to the committee to review.

2.02 Review & Discuss Grant Vetting Process

Dr. Joslin presented the Grant Vetting Process Draft from 10-17-16. Discussion centered on its purpose and the background of why it was developed. Dr. Joslin identified four objectives he'd like to incorporate into the vetting process.

- Make sure stakeholders are aware of grants
- Ensure the grant is properly administrated for the life of the grant
- Implement a piece into the Governance Structure that monitors the status of all grants
- During the application process, make sure the full scope of work for all stakeholders are fully vetted and approved.

Dr. Joslin will follow up with Dr. Hall, Dr. South and Karissa Morehouse for input and bring it back to the committee.

III. Information Items

3.01 Data Apps: Status of Qlik and Infomagnus

Dr. Joslin briefly explained what Qlik is and gave rundown of why it was purchased & recommended by Brian Murphy. Karissa was approached by InfoMagnus (a Data Analysis company), which we have now signed an agreement with to have them develop new, more powerful applications for Institutional Effectiveness measurement and communication. The vendor will do all the design work for us that we attempted to do in-house with Qlik. We anticipate that implementation of InfoMagnus should be well underway by the end of January 2019.

3.02 Program Review Tracking/Status

Dr. Joslin will work with Sue Kelley to get an updated list of outstanding and completed IPRs and NIPRs. He will give an update to Cabinet.

IV. Meeting Closing

4.01 Member Comments

None

4.02 Items for Future Meetings

Status of implementation of InfoMagnus

Status/Update IEMP

Grant Vetting Process

4.03 Next Meeting Date/Time

1/17/19 at 3pm in TECC

4.04 Adjourn Meeting

Meeting was adjourned at 4pm

Next Meeting Date:

It was mentioned we should meet again on Thursday Nov. 6th.
(After the meeting the date was changed to Nov. 18th at 9:00 a.m.)

Adjournment: The meeting adjourned at 2:32 p.m.