

SACS Response Team
3.3.1.2 Institutional Effectiveness: Administrative Support

Meeting Minutes

1/25/2012

Present: Kevin Coughlin, Jason Dudley, Rick Parfitt, Judy Pultro, Barbara Wells

Excused: Andre O'Leary

1. Meeting includes Lee and Collier Campus Committee Members only, Charlotte Committee Members meeting separately on Charlotte Campus.
2. Overview of Unit Plan Inventory Spreadsheet and further clarification and examples provided to committee on the following:
 - a. Examples of Strong Assessment Measures
 - b. Intended Results and if they are tying back to the assessment measures
3. Team was directed to complete the Unit Plan Inventory Spreadsheet relevant to their assigned unit plans.
4. Christy Gilfert, Judy Pultro, and Kevin Coughlin will meet on Friday, January 27 to review the Unit Plan Spreadsheet and identify plans that meet requirements, plans to be enhanced and plans to be possibly refined or terminated.
5. Committee Members were informed to be prepared to reach out to assigned unit planners next week.