

## **INSTITUTIONAL EFFECTIVENESS TEAM**

### **Minutes**

**March 6, 2006**

**1 p.m.**

**Academic Affairs Conference Room**

### **INVITEES/ATTENDEES (IE Team):**

Shawn Brayton, Pam Chally (absent), Neal Coulter, Larry Daniel (absent), Angela Garcia, Faith Hall, David Jaffee, Deborah Kaye, Jay Coleman, George Perkins, Tom Serwatka, Shari Shuman, Bob Smallwood, Judy Solano, Lance Taylor (absent), Mark Workman.

### **AGENDA**

***Opening Remarks:*** Mark introduced a new committee member, Marianne Jaffee to the group and briefed the committee on the last meeting with Tom, Shawn, Bob and himself. Although the audit process has been slow going, it is an important process to complete. At which point, Tom, Bob, Shawn and Mark will again meet and assign each section to a committee member to prepare an official assessment. Tom and Judy agreed that in order to speed up the process the group be less hypercritical of the criteria and speak more to what is adequate by SACS standards.

***Web Page:*** Shawn has created an Institutional Effectiveness web page at <http://www.unf.edu/acadaffairs/IE/>. Please review the information and let her know your comments. Also, Shawn, Bob and Mark asked that each committee members review links to other schools as examples.

### ***Comprehensive Standards Audit***

(Please review the compliance audit as it is in first stage of completion on the N:drive under SACS/SACS Information.)

The next full committee meeting will be April 10<sup>th</sup> due to absences and Spring break. Tom, Bob, Shawn and Mark will meet in the meantime for section assignments.

Meeting adjourned at 2:30 p.m. [Minutes submitted by Julia Dickie]