

Institutional Effectiveness Council
Meeting Minutes
February 8, 2018

Present: Marie Miknavich (DIRA), Norayne Rosero (Assessment Liaison), Robert Huyck, Rosemary Mink, Mary Jane Parry, Deanna Ferro-Aurience; Paula Graveling, Andrew Glidden, Rosemary Spetka

Excused: Alex Haines-Stephan, William Hunt, Luciann Gould, Jake Mihevc, Lisa Bullet

Recording secretary: Norayne Rosero

1. **Approval of Minutes:** The minutes of the 11/30/17 meeting were reviewed and revised. M Parry made a motion to approve the minutes; R Spetka seconded the motion. The minutes were unanimously approved.
2. **Google Design Team survey:** Melissa Barlett and Karen Getman are both doing a Leadership Academy research project on the usage of Google software (and other technology) for our classes and both serve on the recently formed Google Design Team. They brought the survey to M Miknavich for approval by the IEC. There were a number of concerns about the way the items were worded on the survey and the IEC requested that the survey be done in Survey Monkey so that the OIRA can continue to monitor surveys that are conducted at MVCC. M Miknavich will meet with them and revise the survey.
3. **CCSSE:** The email for the COACHE survey was administered last February and was supposed to go to 129 full-time faculty members who are not new to the college. However, some faculty who were on the list did not get the email, so there is a question about who might have been left off the distribution list by the company. The summary results were examined by the IEC members and there appears to be some data that is providing contradictory information. Page 4 of the summary report did highlight four strengths of: Governance – Adaptability, Mentoring, Nature of Work: Teaching, and Leadership: Senior. There was one area of concern dealing with Departmental Collegiality. In general, the survey items were more relevant to four-year institutions, but SUNY required community colleges to do it as well. M Miknavich will be reviewing the data for trends and comparison to the five peer groups that were chose by the IEC.
4. **Employee Climate Survey Follow-up:** M Miknavich told the IEC that the follow up survey had to be resent with a new link because some of the items had to be deleted. The purpose of the follow up survey was to do a closer examination of the items on the Employee Climate Survey that had consistently low means. The deletion of the follow up items will hinder the process of drilling down to get more information for improvement. She is tabulating the results and the IEC will look at those at a later date.
5. **Meeting Dates:** The following dates have been reserved for the spring meetings: February 22, March 8, March 29, April 12, April 26