

**Institutional Effectiveness Council
Meeting Minutes
October 20, 2016**

Present: Mark Radlowski (DIRA), Norayne Rosero (Assessment Liaison); Robert Huyck, Alex Haines-Stephan, Rosemary Mink, Mary Jane Parry, Jake Mihevc, Luciann Gould, Rosemary Spetka,

Excused: Deanna Ferro-Aurience, Andrew Glidden, Jennifer Rubino, William Hunt, Lisa Bullet,

Recording secretary: Norayne Rosero

1. **Approval of Minutes:** The minutes of the 10/6/16 meeting were reviewed and revised. R. Spetka made a motion to approve the minutes; R. Huyck seconded the motion. The minutes were unanimously approved as revised.
2. **Survey Administration:** M. Radlowski said that the M2C3 survey will be administered beginning October 24th, provided the surveys arrive on time. Members of the IEC volunteered to go into the classes to administer the surveys, per the faculty requests of administration dates and times. Some slots are still not covered. The staff of the Office of Institutional Research and Analysis, the IEC members, and the staff of the Rome Student Services area will be administering the survey within the classes.
3. **NCCBP Survey Results:** M. Radlowski reviewed the results of the NCCBP survey, with a focus on the MVCC results compared to the National results. MVCC results are different in comparison to the SUNY community college results versus the community colleges across the nation.
4. **MVCC Climate Survey:** This survey is set to be administered in the spring. With M. Radlowski retiring, N. Rosero ask that the IEC look at this instrument at the next meeting to be sure it is set to go in the spring. Results are needed for the MSCHE Self-Study report.
5. **Meeting Dates:** The following four dates were set aside for meetings for the remainder of the semester. N. Rosero will email members as a reminder.
11/10, 11/17