

**Institutional Effectiveness Council**  
**Meeting Minutes**  
**November 10, 2016**

**Present:** Mark Radlowski (DIRA), Norayne Rosero (Assessment Liaison); Robert Huyck, Alex Haines-Stephan, Rosemary Mink, Mary Jane Parry, Luciann Gould, Rosemary Spetka, Andrew Glidden, Jennifer Rubino, William Hunt, Lisa Bullet,

**Excused:** Deanna Ferro-Aurience, Jake Mihevc

**Recording secretary:** Norayne Rosero

1. **Approval of Minutes:** The minutes of the 10/20/16 meeting were reviewed and revised. M. Parry made a motion to approve the minutes; A. Haines-Stephan seconded the motion. The minutes were unanimously approved as revised.
2. **Survey Administration:** M. Radlowski said that the M2C3 survey was administered for the past two weeks. The staff of the Office of Institutional Research and Analysis, the IEC members, and the staff of the Rome Student Services area administered the survey within the classes. 1099 surveys were returned. Some of the items on the survey were found to be objectionable by some faculty and students.
3. **MVCC Climate Survey:** This survey is set to be administered in the spring. Despite the fact that there are a number of surveys for the spring, the Climate survey results are needed for the MSCHE Self-Study report. The IEC examined items from the Climate surveys administered in the springs of 2010, 2013, and 2015. After much discussion, the items to include on this year's survey were decided upon and M. Radlowski will bring them back to the IEC at next week's meeting to review. The instrument then is forwarded to the Cabinet for their review/revision.
4. **SAM and VFA data:** M. Radlowski distributed SAM and VFA data that will be discussed at the next meeting.
5. **Meeting Dates:** Next Thursday, November 17<sup>th</sup> will be the last meeting of the semester, and the last IEC meeting before M. Radlowski retires. N. Rosero will email members as a reminder.