

**Institutional Effectiveness Council
Meeting Minutes
November 30, 2017**

Present: Marie Miknavich (DIRA), Norayne Rosero (Assessment Liaison); Lisa Bullet, Robert Huyck, Rosemary Mink, Mary Jane Parry, Jake Mihevc, Deanna Ferro-Aurience; Paula Gravelding,

Excused: Alex Haines-Stephan, William Hunt, Rosemary Spetka, Luciann Gould

Recording secretary: Norayne Rosero

1. **Approval of Minutes:** The minutes of the 11/9/17 meeting were reviewed and revised. R. Mink made a motion to approve the minutes; L. Bullet seconded the motion. The minutes were unanimously approved.
2. **Employee Climate Survey Follow-up:** President VanWagoner sent out an email yesterday with a link to a Survey Monkey form of the Employee Climate Follow up Survey. On the morning of the second day, there were 79 responses. N. Rosero encouraged everyone to complete the survey and to encourage others to respond. It is anonymous and the more that respond will provide validity to the results. The hope is that responses will be in by December 15th.
3. **Additional items on the Climate Survey:** The Diversity Council is investigating ways to gain opinions on diversity issues from different groups and sort those by demographics. It was suggested that gaining that information from students could be accomplished through a survey on BlackBoard connected to the DGV tutorial section. The IEC discussed the pros and cons of adding items such as gender, ethnicity, sexual orientation, religious affiliation, etc. to the Employee Climate Survey. There are concerns that individuals would be hesitant to answer such items if they felt that the responses could be filtered and they could be identified. Also, the response rate on the Employee Climate Survey has not been significant for the past few administrations, and the responses do not represent all cohort groups of the institution. Because the IEC is not exactly sure what data would be most beneficial to the Diversity Council, it was decided to have the chair of that group come to an IEC meeting to discuss this further. The Employee Climate Survey is not scheduled to be administered again until at least 2019.
4. **NCCBP Results:** M. Miknavich reviewed the Executive Summary of the recent NCCBP National comparison data. She is still working on examining data across this and several other surveys and data collection mechanisms to help us compare longitudinal data. It is hoped that there will be 6-10 items off the NCCBP that will link to the ATD and Guided Pathways initiatives that we could track over time.
5. **Meeting Dates:** The dates will be announced in January for the spring semester. N. Rosero expects to be continuing on as the Assessment Liaison until someone is hired for the position. She will email IEC members as to when future meetings will be.