

Institutional Effectiveness Council
Meeting Minutes
February 26, 2015

Present: Andrew Glidden; Mark Radlowski; Norayne Rosero; Robert Huyck; Alex Haines-Stephan; Deanna Ferro-Aurience; Jim Sunderhaft; Rosemary Mink; Rosemary Spetka; Janice Lester Bell; Michael Adamo;

Excused:

Recording secretary: Norayne Rosero

- 1. Approval of Minutes:** The minutes of the 2/5/15 meeting were reviewed and revised. R. Spetka made a motion to approve the minutes; A. Glidden seconded the motion. The minutes were unanimously approved as revised.
- 2. Visit from President VanWagoner:** The President mentioned that the Cabinet will be looking at the draft of the Employee Climate Survey and will let M. Radlowski know if there are any areas that they would like to see added to the instrument. He also discussed the details of the draft SUNY Excels Performance System Worksheet. He asked the IEC to examine and provide an initial choice of the measures that would work best for MVCC. The intent is to bring the list to the Cabinet and Senate for discussion as well. This will be completed at the next meeting on March 12th.
- 3. Employee Climate Survey:** The OIRA will be administering the Employee Climate Survey this spring after spring break. M. Radlowski gave an update on the process. The survey subcommittee will be meeting to discuss the items and whether it will be available in paper copy or electronically.
- 4. Principles of Assessment:** N. Rosero had asked members of the IEC to complete a homework assignment for the meeting. Members were asked to read the material dealing with the assessment principles and bring ideas that they felt should be addressed in such a document. Hard copies were shared with the members and they discussed the important points that should be included in the document. R. Mink, J. Sunderhaft, J. Lester Bell, and R. Huyck volunteered to serve on the task force to draft a proposed document. They will bring that back to the IEC at the April 9th meeting.
- 5. Meeting Dates:** The dates for the spring semester IEC meetings are **March 12, April 9, and April 30**. N. Rosero will email members as a reminder.