

Institutional Effectiveness Council
Meeting Minutes
February 4, 2016

Present: Andrew Glidden; Mark Radlowski; Robert Huyck; Alex Haines-Stephan; Rosemary Mink; Anna Radlowski; Deanna Ferro-Aurience; Lisa Bullet; Janice Lester Bell; Mary Jane Parry; John Lowman; Michael Adamo; Jim Sunderhaft;

Student: John Lowman;

Excused: Norayne Rosero; Rosemary Spetka; Lisa Bullet;

Recording secretary: Mark Radlowski

1. **Approval of Minutes:** The minutes of the 12/10/15 meeting were reviewed. R. Huyck made a motion to approve the minutes; R Mink seconded the motion. The minutes were unanimously approved as distributed.
2. **IPEDS:** M Radlowski distributed and reviewed with the committee the IPEDS Data Feedback Report 2015. Results are very similar to previous years comparisons to our peer institutions, MVCC is less female, more full-time, more awards (especially certificates), slightly more expensive, but with higher rates of students with aid. The figures which generated more discussion included Figure 5 where the net price of attendance is now much closer to our peers than ever before; Figure 7 where the definition of “other loans” was questioned; Figure 11 where members questions whether any of the non-SUNY peers are in ATD; Figures 14 and 15 regarding expenses and employees; Figure 16 for the meaning of “no academic rank” for full-time instructional staff.
3. **SUNY Student Opinion Survey:** The SOS will be administered this spring. M Radlowski reviewed the expected Project Plan designed by SUNY where it indicates that the survey should expect to take 20 to 25 minutes with an additional 10 minutes for local questions. There are some discrepancies in the plan regarding construction of the sample, but selection will be done based on sections of courses. MVCC will administer the survey right after spring break, with a completion date of April 8th. Mark will compile the sample and let instructors know who has been chosen so teachers can inform the students. Stephanie Reynolds will be asked to provide a “cover letter” that encourages student participation. It was good that the IEC chose to administer the survey in classes instead of online, since the budget set aside for the survey would not be sufficient to cover the cost online. It was questioned whether the Graphics Report should be purchased this year, and it was decided that we have the ability in-house to generate such a report from the raw if needed. The overall cost will be slightly higher than in 2012. The committee reviewed this year’s version of the survey compared to the one that was administered in 2012. Mark asked other committee members—especially those involved with Achieving the Dream—for suggestions on additional questions; he will also contact other members of the larger MVCC community for their input. The IEC survey subcommittee will then be convened to review the additional questions and format them for inclusion.
4. **IEC Meetings:** the following dates have been set for the remaining IEC meetings for spring 2016: **2/25, 3/10, 3/24, 4/7, 4/28.**