

University Committee on Institutional Effectiveness

Notes from the First Meeting (April 26, 2017)

Attendance

Members

Institutional Effectiveness (Associate Provost)

General Counsel

Human Resources (Assistant Vice President)

Information Technology Services (Chief Information Officer)

Institutional Research (Coordinator)

Title IX (Interim Coordinator)

Vice President for Administration

Nick Santilli

Colleen Trembl

Alex Teodosio

Michael J. Bestul

Cynthia Schwartz

Kendra Svilar

Rich Mausser

also in attendance

Todd Bruce (assuming responsibility for Institutional Effectiveness in June)

Barbara D'Ambrosia (representing Faculty Council)

Eric Eickhoff (representing Staff Council)

Tasks

1. Choose a regular meeting time
2. Review and discuss charge
3. Determine changes to membership

Meeting Time

The committee will meet on Thursdays at 8:00 and only on Thursdays on which the University Strategic Planning Group (USPG) is not meeting.

Charge of the Committee

The charge was described in the original presentation in two ways:

A cross-divisional committee to discuss and make recommendations about administrative functions including the results of administrative programs reviews, human resources policy development, data governance, Title IX, legal issues, survey policies, and professional development for staff.

and

To promote institutional efficacy by gathering and providing institutional data and external benchmarking, ensuring compliance, overseeing administrative program review, data governance, technology needs and promoting best practices.

Based on the conversation, the following thoughts emerged:

- This committee should not micromanage administrative units.
- It should provide a place for
 - reporting the work of those units and its subcommittees,
 - hosting cross-divisional conversations affecting units/subcommittees, and
 - strengthening recommendations from units/subcommittees to USPG and/or senior leadership.

- Completed Administrative Programs Reviews (AdPR) will be examined by this committee who will provide feedback and recommendations to the unit in question as well as the appropriate VP
- This committee should use the AdPRs and possibly other data (*internal audits?*) to seek not only efficiencies but also improved effectiveness, particularly in breaking barriers between units on campus (*silos*).
- As our institutional data culture matures, this group can provide a cross-divisional forum to examine institutional and benchmarking data.
- The UCCG restructuring will require continued mapping and alignment of university committees; this task may fall to this committee.
- This committee may play a role in the Board-mandated review of governance documents.

Changes to Membership

The committee needs an appointed member from Student Affairs. Dr. Santilli has reached out to the VP.

Faculty Council will decide how it will provide two faculty representatives (from different departments) to the committee. These representatives will join the committee in the fall semester. (If an election is needed, it will be held early in the fall semester.)

Staff Council will decide how it will provide two staff representatives to the committee. Staff Council will make a decision after new members take office on June 1.

In the fall semester, the committee will contact Student Union for a representative. If members know students who have experience in their areas, the committee may suggest particular students.