

Agenda Topics

1. Quick review of Dr. Sullivan’s visit next week
2. Ms. Jenny Waggoner will join the SACS effort
3. Develop decision rules for identifying “workhorse courses” in GE
4. Methodically work through the ALCs
5. Next meeting—11/4

**USFSP • Institutional Effectiveness Committee • MINUTES**

Order of Business:

Attendees: Cyndie Collins, Kevin Coughlin, Scott Geiger, Morgan Gresham, Margaret Hewitt, Diane McKinstry, Kathleen Moore, Mark Pezzo, Zafer Unal, and J. E. Gonzalez

1. Quick review of Dr. Sullivan’s visit next week

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Discussion: Dr. Sullivan had visited the campus on 10/23 and scheduled a follow-up visit for 11/4. Her itinerary calls for meeting with the IEC during the regularly scheduled meeting time.

Conclusion:

Action Items:

Responsible Person(s):

Due Dates:

2. Ms. Jenny Waggoner will join the SACS effort

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Discussion: COB graciously decided to allocate .5 FTE to the SACS effort in the form of Ms. Jenny Waggoner, MBA. Ms. Waggoner was instrumental in COB’s AACSB accreditation efforts.

Conclusion:

Action Items:

Responsible Person(s):

Due Dates:

3. Develop decision rules for identifying “workhorse courses” in GE

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Discussion: This item was not discussed directly, instead course offering data and backfill data will be forwarded to department chairs to begin the conversation. The next department chair’s meeting is Nov 12<sup>th</sup>.

Conclusion:

Action Items:

Responsible Person(s):

Due Dates:

4. Methodically work through the ALCs

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Discussion: It was decided to divvy up the CAS ALCs—four ALCs per two-person teams. Comments will be compiled at the next meeting of the IEC and presented to department chairs at their next meeting.

Conclusion:  
Action Items:  
Responsible Person(s):

5. Next meeting—11/4

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Meeting Room Schedule:

Mtgs in TER 300: 9/23, 10/7, 10/21, 11/4, 11/18, 12/2  
Mtgs in BAY: 9/30, 10/14, 10/28, 11/11, 11/25, 12/9 – dial-in is available at: 873-4362