The University of Texas at TYLER

Name of Committee: Institutional Effectiveness Advisory Committee   **Date:**   October 14, 2019

Committee Members Present:				Committee Members Not Present:		Guest Attendees
William Geiger	Wycliffe Njororai Simiyu	Rosemary Cooper	Ashley Bill	Chuck Barke'		Colleen Swain
Lou Ann Berman	Kathleen Snella	Cindy Strawn	Beverley Golden	Kim Laird		
Ken Wink	Kerri Camp	Alecia Wolf				
Jerry Stuff	Mary Fischer	Kouider Mokhtari				
Michael McGinnis	Brandon Reynolds	Tonya Gaddis				

AGENDA ITEM	DISCUSSION	ACTION
Approval of Minutes		
Welcome and Introductions	Introductions of new and returning members and guests	
2018-19 End of Year Report (Attached)	The IE Advisory Committee charge and scope of responsibilities have evolved since the 2007 inception of the committee. Initially, committee members served as liaisons to their respective college or division to assist and support annual unit or program assessment plan updates. During 2018-19, discussions began on how best to refocus the committee toward broad-based, comprehensive review and planning at the institutional level. The updated SACSCOC Institutional Effectiveness Standard provides more definitive guidance on effective and efficient data informed planning at the institutional level that we can use for guidance. The need to develop progress reports for the UT Tyler Strategic Plan emerged during 2018-19 as well. Preliminary assessment plans were collected for each of the 35 initiatives supporting the four Strategic Plan Pillars by a task force over the summer of 2019 and it became evident that most of the measures for the initiatives are at the unit or program level and that some of the initiatives have ended or will end this year.	Review 2018-19 EOY Report
2019-20 Committee Charge and Goals	Goal 1: Support the university through ongoing, comprehensive and integrated research-based planning and evaluation processes that incorporate a systematic review of institutional goals and outcomes consistent with the UT mission. The committee will meet four times a year, with each meeting focused on Strategic Plan Pillar. The committee will meet twice in Fall and twice in Spring.	Review 2019-20 Committee Charge and Goals Provide input on the process to collect information from across campus on potential initiative updates for annual Strategic Plan reports.

	Goal 2: Support the university through ongoing, comprehensive and integrated research-based planning and evaluation processes that focus on institutional quality and effectiveness." An external review of Assessment and Institutional Effectiveness will be led by Dr. Christopher Coleman from the University of Alabama. Dr. Kate McConnell, AAC&U VP has agreed to serve in a consulting role for the QEP assessment and planning. The I.E. Advisory Committee is encouraged to provide ongoing and end-of-year feedback on processes and plans to improve the quality of the committee toward fulfilling goals and charges.	Participate in the external review of the institutional level assessment and planning procedures. Participate in the QEP planning for assessment. Provide information on ways to improve the quality of the I.E. Advisory Committee.
Strategic Plan Pillar I - Student Success *Selected* Initiatives: 1. Student Achievement 2. Career Planning and Success 3. OER and OnCourse Programming Grants	1. Student Achievement: Cindy Strawn presented Student Achievement Metrics on Retention, Graduation, and Student Debt. Dr. Swain recommended adding additional Student Performance Measures on 1) student GPA trends at time of graduation; 2) number of D's and F's measured within each student's academic career, and 3) Average time to Degree. Dr. Snella recommended that doctoral student achievement data be included in all future reports. Dr. Fischer requested more information on disaggregated student data reporting. Dr. Swain recommended removing Average Debt of Graduates with Loans (highest degree), Percent of Graduates with Debt (UG), and Student Debt as Percentage of Wage (UG). 2. Career Success: Dr. Cooper presented an update on the establishing Career Success Coaches within each college effective January 2019. The Career Success Office will survey attending students on their overall satisfaction and value added to their career planning. Career success coaches will also track the number of students they connect with prospective employees. The final criteria will track and compare job placement rates with historical trends. The university has used four data sources for career success: Texas Workforce Commission, Seek UT, US Census Bureau, and THECB Gainful Employment. Seek UT Undergrad and Seek UT Grad provide salary information for a program/degree. The committee members expressed an interest in continuing to identify the most effective ways to collect accurate and comprehensive first placement data for all graduating students. A Career Success Task Force may be one option to pursue this study. 3. OER and OnCourse Grants: Dr Swain recommended replacing the Open Enrollment Resource Grant, the First-Year Classes OnCourse Programming Grant, and the TSI Preparation Experiences grant as Pillar 1 initiatives.	The AIE Office create a 3-year trend Graduation Exit Survey Report on student reported immediate plans following graduation to share with the committee. The IA Office and Academic Success will collaborate to develop new reports on internal student performance measures. The IA Office will update the Student Achievement Report to include Doctoral Students and expand disaggregating student achievement data based on the types of programs we offer and the student populations we serve. Career Progression Goals, Metrics, and Thresholds need to be determines. The AIE Office will initiate a meeting with the Registrar's Office on Graduation Exit Survey transition away from the current required Graduation Application online process. Timing of the exit survey will be reviewed for planning the 2021 Exit Survey. The Open Enrollment Resource Grant, the First-Year Classes OnCourse Programming Grant, and the TSI Preparation Experiences grant will be recommended to be replaced.

	She recommended adding 1) enhanced student academic resources; 2) student achievement dashboards for department chairs; and 3) Patriot Strong reporting for the 2019-20 AY.	
I.E. Advisory Committee – Summary Brief on Pillar I	Dr. Berman has contacted the individuals responsible for each of the Pillar 1 initiatives to request updates and recommendations. Strategic Plans are not static documents and the I.E. Advisory Committee will provide the institutional framework to reassess and recommend revisions. Proposals will be documented with the rationale.	The AIE Office will continue to collect updates/recommendations for each of the nine initiatives for Pillar 1. The AIE Office will prepare a DRAFT Summary Brief on Pillar I to share with the committee members and initiative stakeholders for review and edits.
Adjourn	Adjourned at 11:56 AM	

Submitted: Amelia Duran

Name of Committee: Institutional Effectiveness Advisory Committee   **Date:** November 11, 2019

Committee Members Present:				Committee Members Not Present:	Guest Attendees	
Mary Fischer	Alecia Wolf	Michael McGinnis	Charles Barké	Kathleen Snella		
Cindy Strawn	Beverley Golden	Brandon Reynolds	Paul Streufert	Wycliffe Njororai Simiyu		
Rebecca McKay Johnson	Ken Wink	Kouider Mokhtari		Rosemary Cooper		
Christopher Thomas	Kim Laird	Ashley Bill		Amanda Lynn		
William Geiger	Kerri Camp	Jerry Stuff				

AGENDA ITEM	DISCUSSION	ACTION
Approval of Minutes		Approved
2019-20 Committee Charge and Goals – Update	An overview view of the committee's purpose and timeline was given.	A sustainable process to collect updates for current and continuing initiatives needs to be identified and agreed upon by the committee. The process should include a protocol for campus community members to recommend new initiatives to be considered for inclusion in strategic plan updates.
Strategic Plan Pillar III Research and Scholarship	Dr. Kerri Camp gave an update on the Soules College of Business Strategic Plan goal that 100% of faculty receive a research support grant funded by their department. One third of the faculty received funding in 2018-19 due to a lack of additional funding and a standardized university policy.

The committee reached consensus that all colleges should be included in the Pillar III initiative, "Expanding the Field of Knowledge. Expectations could be college specific. A suggestion was made to amend the language in the strategic plan from research support to research start-up for clarity. It was noted that individually funded research should be recognized as well. A question was posed concerning an annual systematic process on information collection for individually funded research. | Update the initiative to include all colleges and expand language to include a broader definition of scholarship and research.

Clarify between research support and research start-up funding.

Identify a systematic process to collect and maintain information on individually funded research at the institutional level.

Coordinate with the Business Office to plan for FY21. |

	Rebecca McKay Johnson reported that the library's publication budget for the library was increased from $5,000 to $15,000. The Office of Research and Scholarship and four of the five academic colleges are contribution to the budget.	Recommend continuing the initiative in the annual strategic plan reports.
	Dr. Paul Streufert provided an update on extending the availability of student research workshops to all students as opposed to offering at the department or program levels. Additionally, the annual Lyceum provides opportunities for undergraduate students, graduate students, and faculty.	Recommend continuing the undergraduate research and scholarship initiatives. Determine meaningful quantitative and qualitative measures to evaluate the Lyceum.
	Dr. Alecia Wolf updates on the graduate students and Grad School 180. Graduate assistants are funded through ISF and must participate in the Grad School 180 event each semester they receive funding. Currently, approximately 30 students receive funding through the Instructional Support Fees budget. On-campus students are eligible to be graduate assistants at this time and the Nursing PhD incorporates Grad School 180 into the program curriculum.	Recommend continuing the graduate research assistants and Grad School 180 initiatives.
Updates from Office of Research and Scholarship	A shared vision on UT Tyler research is needed based on vision, plan, and ranking. The Research Council is developing a white paper for UT Tyler. The committee reached consensus that Pillar III initiatives should be updated based on the Research Council's white paper once it is approved by the university.	Recommend updating Pillar III based on the findings approved in the Research Council White Paper and when the UTHSC-T merger is approved.
I.E. Advisory Committee – Summary Brief on Pillar III	A summary report on committee recommendations to close, continue, modify, or add new initiatives will be completed by the end of the academic year.	The End-of-Year Report will include recommendations for each pillar from the committee.
Adjourn	Adjourned at 12:10 PM	

Submitted: Amelia Duran

Name of Committee: Institutional Effectiveness Advisory Committee   **Date:** February 10, 2020

Committee Members Present:				Committee Members Not Present:	Guest Attendees
Lou Ann Berman, Assessment & Institutional Effectiveness	William Geiger, Academic Affairs/SACSCOC Liaison	Rosemary Cooper, Career Success/Alumni Engagement	Tonya Gaddis, Assessment & Institutional Effectiveness	Michael McGinnis, College of Engineering	Carla Reichard, Office of Research & Scholarship
Ashley Bill, Academic Success	Alecia Wolf, Graduate School	Wycliffe Njororai Simiyu, College of Nursing & Health Sciences		Kathleen Snella, Fisch College of Pharmacy	Susan Thomae-Morphew, Cowan Center
Brandon Reynolds, Community Affairs	Andy Pettee, Student Success	Ken Wink, College of Arts & Sciences		Kerri Camp, Soules College of Business	Josh Neaves, Student Engagement
Mary Fischer, Faculty Senate	Beverley Golden, Marketing & Communication	Kouider Mokhtari, Office of Research & Scholarship			
Cindy Strawn, Information Analysis	Jerry Stuff, VP Operations & Strategic Initiatives	Chuck Barké, College of Education & Psychology			

AGENDA ITEM	DISCUSSION	ACTION
Review and Approve November 11, 2019 Minutes	Minutes were approved with no changes made.	
Strategic Plan Pillar II Student Engagement	**Campus Master Plan**, *Jerry Stuff*: Potential locations are being considered for the School of Nursing. An announcement is expected following the February Board of Regents meeting. **Third Spaces**, *Jerry Stuff*: A variety of projects are ongoing across campus including a third space feasibility study for the UC. The CAS building renovation be included in the 2019-20 report. **Career Success Conference**, *Dr. Rosemary Cooper*: The 2020 Career Success Conference will include a Career Fair. It is anticipated that there will be 100+ more presenters compared with 2019. Additional plans include Zoom and an app to track student engagement. **NCAA DIII to DII**, *Dr. Howard Patterson*: The Provisional Membership Process has passed to year two. The Year One consultant and associate have been retained and will be	- Campus Master Plan is ongoing - Third Spaces is ongoing - Career Success Conference to continue - NCAA DIII to DII will continue

	on campus the week of February 17th to conduct a preliminary audit of policies and procedures in preparation for the NCAA's Year Two Blueprint audit. All staff positions have been filled. **Incentive Programs Supporting Student Research**, *Dr. Kouider Mokhtari/ Dr. Carla Reichard*: The UT Tyler Research Magazine will highlight faculty scholarship. Options for implementing a process to gather information on unfunded scholarship was discussed. **Student Success 360**, *Josh Neaves*: Student Success 360 is a collection of programs to promote student success holistically. Patriot Strong and mentoring programs have been successful. The Patriots Engaging Patriots (PEP) initiative is being led by Kim Harvey-Livingston and provides a centralized location for student engagements. More than 15,000 student users participated in the 2019 academic year. **Graduate Student Workshops**, Dr. Alecia Wolf: The graduate student workshops have been well attended and students have expressed interest to continue them. Identified topics listed for future workshops were based on participant feedback received in the Fall semester. **Student Organization Engagement Contest**, *Dr. Michael McGinnis*: Not reported **Annual Arts Education Performances**, *Susan Thomae-Morphew*: The new Cowen Center coordinator position allowed for more K-12 student engagement. **Distinguished Lecture Series**, *Susan Thomae-Morphew*: The Distinguished Lecture Series may expand into Braithwaite Hall to accommodate larger audiences.	- Incentive Programs Supporting Student Research will be kept in Pillar II currently - Student Success 360 is ongoing and will be moved to Pillar II - Graduate Student Workshops are ongoing - Student Organization Engagement Contest, TBD - Annual Arts Education Performances is recommended for modification or closure - Distinguished Lecture Series to continue
Consolidated End-of-Year Executive Report	Tabled for future meeting	
Adjourn	Adjourned at 12:14 PM	

Submitted: Amelia Duran

The University of Texas at TYLER

I.E Advisory Committee   **April 13, 2020**

Committee Members Present				Committee Members Not Present	Guest Attendees
William Geiger, Academic Affairs/ SACSCOC Liaison	Chuck Barké', CEP	Ashley Bill, Academic Success	Cindy Strawn, Informational Analysis	Kim Laird, VP Budget	
Jerry Stuff Operations and Strategic Initiatives	Wycliffe Njororai Simiyu, CNHS	Rosemary Cooper, Career Success/Alumni Engagement	Andy Pettee, Student Success	Sarah Bowdin, Enrollment Management	
Kouider Mokhtari, ORS	Michael McGinnis, COE	Brandon Reynolds, Community Affairs	Lou Ann Berman, AIE		
Mary Fischer, Faculty Senate	Kathleen Snella, Fisch COP	Alecia Wolf, Graduate School	Tonya Gaddis, AIE		
Ken Wink, CAS	Kerri Camp, Soules COB	Beverley Golden, Marketing & Communication			

AGENDA ITEM	DISCUSSION	ACTION
March 6, 2020 Minutes	Corrections or amendments to the minutes was requested.	Minutes approved with no corrections.
Review UT Tyler 2020 Strategic Plan Report	The draft 2020 UT Tyler Strategic Plan Report was reviewed and discussed for points of clarification and suggested edits.	Update per discussion
2020 Strategic Plan Report to Cabinet	Options on a timeline for sharing the report with Cabinet members and with the campus community.	The report will be shared with the Cabinet with a request for guidance regarding how to best disseminate to the campus community.
Prospectus Section 10: Evaluation and Assessment	A summary of the Section 10 Workgroup process and an overview of Section 10 was shared with the committee for input.	The UT Tyler members of the Section 10 Workgroup will continue working with UTHSC members.
2020-2021 Plans	The current Fall 2020 plans for the I.E. Advisory Committee will continue the process and meeting format that was implemented in 2019-20. The committee will review strategic plan software options to consider recommending to the campus that will strengthen a systematic updating process for strategic plan progress monitoring and updates. If the consolidation with UTHSC is approved in December, the I.E. Advisory Committee will change in membership and expanded scope of responsibilities as appropriate. The administrative oversight of the committee may be reconsidered.	I.E. Advisory Committee members should make suggestions to the AIE Office on possible Strategic Plan software platforms for the committee to review and consider next fall.
Adjourn	Adjourned at 11:53 AM	

Submitted: Amelia Duran/LB