

Institutional Effectiveness/Strategic Planning Committee Minutes
Friday, December 8, 2023 – 10 am

Committee members: Erica Caracoglia, Brian Busch, Tabitha Miller, Nathan Mizell, Billy Barber, Daniel Price, Marty Flynn, Vickie Murphy, Ryal Watkins

Present: Erica Caracoglia, Brian Busch, Tabitha Miller, Vickie Murphy, Ryal Watkins, Daniel Price, Nathan Mizell

1. Spring Program Review Schedule:

- Electrical Systems – 2/14 at 12:30
- Air, Heating, & Refrigeration – 3/13 at 12:30
- Automotive – 4/8 at 3:30
- Applied Engineering, Welding, & Industrial Systems – 6/5 at 10:00

2. Program Review Update Discussion

- Erica discussed hope to make program review more data directed, giving program heads and other stakeholders an understanding of the true health of the program rather than a box checking process.
- Committee discussed ideas that may be included in review updates including:
 - Budget information including how much program receives and spends as well as discussion of cost to students to attend.
 - CCP data.
 - Employment data.
 - Marketing evidence – website accuracy, social media, other methods of marketing. Include what is being done by admissions as well to get an overall picture.
 - Retention and Persistence at program level.
 - Graduation Rates/data.
 - Missed credential opportunities.
 - Service area demographics.
- Committee members were directed to folder in SP with program reviews collected from other colleges to look over and determine what pieces are liked and dislike to discuss at the next meeting.