

Institutional Effectiveness/Strategic Planning Committee Minutes
Tuesday, September 30, 2025 – 2 PM

Committee members: Erica Caracoglia, Happy Gingras, Brian Busch, Jeremiah Jackson, Tina Farmer

Present: Erica Caracoglia, Brian Busch, Jeremiah Jackson, Tina Farmer

1. Discussed IE plan and processes.
 - a. Need to incorporate goal writing workshops.
 - b. Question was raised about creating an open library to help see others goals, measurements, etc. This would help others understand how to write goals and gain ideas on how different departments are measuring.
 - c. Need to create a culture shift – allow these to be living documents that are not shelved.
 - d. Question was raised regarding eliminating performance goals and utilizing administrative goals.
 - e. Mentioned having fall and spring goals or incorporating mid-year check-in.
2. Program Reviews
 - a. Named the programs up for review.
 - b. Data to go out later this semester.
 - c. Will schedule program reports in spring semester.
3. IRB update
 - a. IRB policies and procedures complete.
 - b. Erica sent out request for participation earlier this month.
4. Next meeting: TBD.