

Miami-Dade Community College
CASSC Academic and Student Services Institutional Effectiveness Committee
Friday, February 7, 2003
1 p.m., Room 5507 Wolfson Campus
Minutes

Members Present: Joanne Bashford, Maria Jofre, Consuelo Perez, Karla Vega, Joan Gosnell

Guest: Karen Hays, Vice Provost, Education Policy, Programs and Analysis

The committee reviewed the charge or primary functions of the committee and the work completed to date. Discussion centered on the future directions of and the final “product” to be achieved by the committee. Dr. Hays addressed the members to share with them the documents required for the re-accreditation process and that the work of the committee would be essential to the institutional effectiveness component. Furthermore, Dr. Hays indicated that the “Quality Enhancement Plan” (QEP) was actually a demonstration of Miami-Dade’s institutional effectiveness model. The QEP is a newly instituted requirement of the Southern Association of Colleges and Schools (SACS), the College’s accreditation agency.

After much discussion, the committee decided to send out the on-line survey developed by the committee to capture information on the planning and evaluation practices of the College related to the effectiveness of the academic and student services functions. The time line for the survey is February 10 through February 23, 2003. The committee is requesting that the survey be returned by Feb. 24, 2003. Dr. Bashford, on behalf of the committee will send the survey to the academic, administrative and student deans and the administrators in their respective areas.

The committee will review the results of the survey at the next scheduled meeting, Friday, March 7th, 1 pm, at the Wolfson Campus.

Meeting adjourned at 3 pm.