

Institutional Effectiveness, Planning, and Research (IEPR)
Board of Directors Report
May 10, 2012

Institutional Effectiveness, Planning, and Research (IEPR) focuses on four main areas, providing support and assistance college-wide. The four main areas of IEPR are:

- Strategic Planning
- Institutional Research
- Assessment and Continuous Enhancement
- SACSCOC collaboration, in conjunction with the HCTC Accreditation Liaison (Donna Combs)

The mission and vision statements for IEPR were finalized and are indicated below. The mission and vision statements for IR and Assessment and Continuous Enhancement had been previously finalized, but they also are included below for easy reference.

Institutional Effectiveness, Planning, and Research (IEPR)

Mission/Purpose: Guide the college-wide institutional effectiveness, planning, and research processes at HCTC by monitoring the processes, providing follow-up where necessary, and offering training, information, and assistance as needed. The HCTC institutional effectiveness, planning, and research processes include facilitating college-wide strategic planning, facilitating and administering assessment activities, providing data through institutional research, and, under the direction of the HCTC SACSCOC Accreditation Liaison, monitoring SACSCOC accreditation activities.

Vision: Integrate institutional effectiveness, planning, and research activities into HCTC'S daily operating processes.

Institutional Research (IR)

Mission/Purpose: Serve as a clearinghouse for HCTC information facilitating the collection, analysis, and interpretation of institutional data and the timely distribution of information to academic and administrative decision-makers, faculty, and other HCTC employees. An integral part of this mission is to be customer-focused, forward-thinking, anticipating information needs, and to keep abreast of local and national educational issues. Institutional Research supports HCTC in planning, decision-making, assessment, and policy formulation based on data.

Vision: Use data to inform, influence, and affect decision-making and change throughout the college community.

Assessment and Continuous Enhancement (ACE)

Mission/Purpose: Provide information, assistance, and support to all institutional units in the assessment of outcomes. Assist with institutional effectiveness and strategic planning initiatives through continuous enhancement of institutional activities and priorities.

Vision: Facilitate a culture of assessment and continuous enhancement throughout the college community.

Germaine Shaffer, Dean, attended the Kentucky Association for Institutional Research (KAIR) Conference with Ella Strong, Dean of Distance Learning, on March 29-30, in Louisville. The theme of the conference was "Closing the Loop: Linking Institutional Research to Assessment and Accreditation" and was built around the premise that institutional research activities should

be wholly integrated into the organizational structure. With the new organizational structure that is in place, HCTC is making much progress doing this. There was also a plenary session by Dr. Crystal Baird of SACSCOC, with a follow-up question and answer session.

I. Strategic Planning

The revised Strategic Planning Calendar, mentioned in the last report, was approved and has been implemented. Germaine Shaffer is tracking activities indicated in the Calendar. (If any board member would like a copy, please contact the President's Office.)

IEPR unit meetings have focused on the development of an annual assessment impact report to be presented to Senior Leadership in July.

II. Institutional Research

The Community College Survey of Student Engagement (CCSSE) has been administered to randomly selected students. The companion survey, the (Community College Faculty Survey of Student Engagement (CCFSSE) currently is being administered to randomly selected faculty. CCSSE asks questions that assess institutional practices and student behaviors that are correlated highly with student learning and student retention. CCFSSE asks questions about faculty perceptions regarding students' education experiences, their teaching practices, and the ways they spend their professional time. Both surveys are administered on a two-year cycle in even numbered years.

III. Assessment and Continuous Enhancement

The poster campaign to highlight the importance of participating in student surveys and providing feedback, demonstrating the college's responsiveness to students' feedback, and developing "close the loop" evidence for SACSCOC reviews is moving into the final stages for this academic year. The Assessment and Continuous Enhancement Coordinator refined survey owners' responses of survey student feedback and the resulting actions that were implemented for the posters and, working with the Document Production Center, developed the poster template. The posters will be posted in various campus locations and disseminated through various media, such as the flat screen televisions and Facebook.

IV. SACSCOC Update

The HCTC SACSCOC Liaison Team continues to meet on a regular basis to review of the sections of the Fifth Year Report. All units should complete their revisions by May 1, with the exception of information that will be added to the report as it becomes available throughout the summer semester. The final Team review will begin in May and the Senior Leadership review will begin in June. The Additional Report will be submitted in August and the Fifth Year Report will be submitted in September.