Institutional Effectiveness & Assessment Council (IEAC)
Steering Committee Meeting Minutes

May 9, 2017
President’s Large Conference Room
12:00-2:00 p.m.

Agenda
1. (Discussion) — FY 18 Prioritized Project Submission - (Recommendation to President)— Ms. Cheryl Hanson (30 mins)
2. (Discussion) — Facilities Executive Master Plan Committee — Ms. Selena M. Grace and Cheryl Hanson (30 mins)
3. (Update) – IT completion of projects (FY-17) – Mr. Randy Gaines (10 mins)
4. (Discussion) — Annual core theme evaluation review process (for accreditation)—Ms. Selena M. Grace (15 mins)
5. (Approval) – Core Theme #2 adjustment to indicator and the benchmark — Dr. Pat Terrell & Ms. Selena M. Grace (10 mins)
6. (Presentation) — Mission Fulfillment Application—Ms. Selena M. Grace & Mr. Vince Miller (15 mins)
7. (Proposed) Meeting May 23 — Action Plans #1 & #3 Presentations

Documents for the Meeting (Provided at the meeting):
1. Proposed Facilities Project Submissions for FY 2019
2. FY 19 Recommendations from the Facilities Subcommittee
3. IT Project Tracker IEAC Review
4. Core Theme Review Diagram
5. Memo of Core Theme 2 Changes

Items Requiring Follow-up/Action:

Core Theme #1 & #3 updates
Dr. Woodworth-Ney opened the meeting at 12:04 p.m.

FY 18 Prioritized Project Submission - (Recommendation to President)—Ms. Cheryl Hanson- Ms. Hanson provided the group with a list of 38 facility projects for potential funding. The Steering Committee unanimously approved the list of 25 Permeant Building Fund projects after a short discussion of each of the proposed projects. The list of ISU or Non-funded projects also was considered.

- 16-203 requires IT to provide additional assessment, but the group agreed that if IT can support the project it can proceed.
- 16-206 Recommended approval with the use of external funding
- 16-190 Recommend approval
- 16-200 Additional information from KDHS is required and the project will come before the IEAC in the future
- 17-017 Recommend approval
- 16-205 Additional information from KDHS is required and the project will come before the IEAC in the future
- 13-023 Recommend approval and will need to identify a University funding source
- 16-154 Recommend approval
- 16-165 Recommend approval
- 16-207 Recommend approval with FY18 funds
- 16-181 Recommended approval with the use of external funding
- 16-217 Recommended approval with the use of external funding
Facilities Executive Master Plan Committee — Ms. Selena M. Grace and Cheryl Hanson- Dr. Woodworth-Ney tabled this agenda item without discussion for a future meeting.

IT completion of projects (FY-17) — Mr. Randy Gaines- Mr. Gaines gave the IEAC Steering Committee an update on the IT prioritization list. He explained where his unit was in the process of completing the projects on the list. Mr. Gaines stated that he has gone below the expected project line based on available project funding and functional areas’ readiness to begin projects. He stated this summer he would work with Mr. Blagburn and Ms. Hanson to look over the project rubric and process for project submission.

Annual core theme evaluation review process (for accreditation)—Ms. Selena M. Grace- Ms. Grace provided the group with a proposed Core Theme Evaluation Process. She explained how Core Theme objectives and performance measures should be evaluated once annually to ensure they were still measuring the intended outcome of the core theme objectives and focused on mission fulfillment. Dr. Woodworth-Ney requested a vote on the proposed process, and it was unanimously approved for adoption.

Core Theme #2 adjustment to indicator and the benchmark — Dr. Pat Terrell & Ms. Selena M. Grace- Dr. Terrell provided an overview of the process the Core Theme 2 Subcommittee used to evaluate the effectiveness and number of core themes. Dr. Castle asked questions concerning 2.1.1 and 2.1.2, and the expressed that additional thought should go into not removing them as indicators. The group then discussed value vs. cost and the importance of cost to students. Dr. Woodworth-Ney tabled the discussion until the May 23 meeting.

Mission Fulfillment Application—Ms. Selena M. Grace & Mr. Vince Miller- Mr. Miller, Ms. Grace, and Mr. Blagburn provided the group with an overview of Institutional Research’s new mission fulfillment application and strategic tracker. She discussed how the online application tracks progress toward ISU achieving mission fulfillment and the strategic plan. Mr. Blagburn demonstrated the dashboard and the other parts of the application to the group.

Meeting May 23 — Action Plans #1 & #3 Presentations- Meeting will be added on May 23. There were no objections. Dr. Woodworth-Ney closed the meeting at 1:50 p.m.