

**ANNUAL REPORT**  
**Date Due: July 31, 2016**

*Institutional Effectiveness Committee*

**University of North Alabama**  
**Florence, Alabama**

\_\_\_\_\_  
Mark Foster  
Committee Chair

\_\_\_\_\_  
9/12/2016  
Date submitted

Submitted to: \_\_\_\_\_  
Title/Committee: Vice President  
Academic Affairs & Provost

\_\_\_\_\_  
Date received

# UNIVERSITY OF NORTH ALABAMA

## ANNUAL REPORT

2015-2016

### I. Executive Summary

During the academic year 2015-16, the Institutional Effectiveness Committee continued to review and refine the format and delivery of the five-year reports to be delivered by the academic and non-academic departments. The committee continued to examine the need for additional assessment instruments for general education that would satisfy the continuing need for assessment documentation required by SACS and other accrediting bodies. The committee submitted proposals to amend the makeup of the Institutional Effectiveness Committee to the shared governance process. It was proposed to add members of the Associate Deans Committee to the list of those who could be considered for membership and adding the Director of QEP to the membership of the Institutional Effectiveness Committee. Dr. Andrew Luna was a key leader in acclimating new members to the needs of the committee and the OIRPA office.

### II. The Committee's Charge (from the Shared Governance Document)

- 1. To recommend and develop procedures for planning and evaluating institutional effectiveness based on university goals, priorities, and the Strategic Plan;*
- 2. To review and evaluate the use of assessment by institutional units and recommend improvement in the assessment process where necessary*
- 3. To review and evaluate the effectiveness of the institution's responses to assessment and evaluation in the form of budgetary or programmatic modifications*
- 4. To review and evaluate the use of benchmarking by individual units for purposes of continual improvement of programs and/or services*
- 5. To communicate activities to the university community*
- 6. To handle any proposals the committee may make affecting university policy according to section C.2 "Shared Governance Procedure for Policy Change Recommendations"*
- 7. To submit a final written report electronically by the first day of the fall semester to the Vice President for Academic Affairs and Provost with a copy sent to the Chair of the SGEC*

III. The Committee met on the following dates:

September 2, 2105

October 7, 2015

November 4, 2015

February 3, 2016 E-meeting

March 2, 2016

April 6, 2016

IV. What were the Committee's actions and accomplishments this year relative to each of the items of the charge?

The committee focused much of its attention on the continued refining of the academic and non-academic reporting necessary for the five-year and annual reports. The committee members reviewed five-year reports to assess if the necessary information was being included. Once the reports were reviewed, the feedback was sent to the departments to aid in the continued improvement of the reporting process. The only recommendations sent forward were the addition of the Director of QEP to the IE committee and the inclusion of the Associate Deans Committee to the pool of potential IE members. No revisions to the University's mission, visions, etc. were necessary during this academic year.

V. What were the Committee's formal recommendations?

The committee submitted proposals to amend the makeup of the Institutional Effectiveness Committee to the shared governance process. It was proposed to add members of the Associate Deans Committee to the list of those who could be considered for membership and adding the Director of QEP to the membership of the Institutional Effectiveness Committee.

VI. What does the Committee plan to accomplish

A. In the coming year?

In the coming year, the committee plans to have five-year reporting issues resolved and the process in place and smoothly operational. The committee hopes to add the Director of QEP to the committee to fully integrate the research focus of the University into the reporting process.

B. In future years?

In the future, this committee will continue to refine the reporting process to provide a seamless mechanism for getting information to the administration, accrediting bodies and departmental leaders.

VII. What are the Committee's weaknesses?

N/A

A. What can the Shared Governance Committee help you do to address the weaknesses?

N/A

VIII. Comments

N/A