**Institutional Effectiveness Committee**

**Agenda**

**January 30, 2018**

1. Approval of minutes from December 19. 2017 meeting.
2. Old Business
	1. Unit reports update
		1. Student Services?
		2. Business Services?
		3. Instruction?
		4. Executive?
	2. Update from Gayle on Main campus timeline for submission
	3. Update on Website- Mickey
	4. Follow-up of Customer Service in Higher Education Proposal
3. New Business
	* 1. New report forms on Assessment website for main campus
			1. Two templates are available on main campus site
		2. Who is the new Director of Assessment?
4. Action Items
	1. Missing Unit Plans: Need Status Update
		1. ASC
		2. SBDC
		3. ABE
		4. CEO
		5. IR
		6. PR
5. Next meeting: set new date cycle- 4th Tuesday of the month at 3 pm?