



**Institutional Effectiveness/Compliance Committee
Minutes
October 27, 2009
Board Room
2:00 p.m.**

Attending: Ms. Kelli Colborne, Ms. Denise English (Chair), Mr. Doug Guiler, Mr. Tim Kane, Dr. Carolyn Meyer, Ms. Barbara Perry, Ms. Nora Rackley, Dr. Mary Jo Rager

Absent: Mr. John Shea

Call to Order: The meeting was called to order at 2:08 p.m.

Handouts: The following Compliance Certifications were emailed earlier this month and are ready for discussion/editing.

- a. CR 2.7.3 – General Education
- b. CR 2.7.4 – Coursework for Degrees
- c. CR 2.9 – Learning Resources and Services
- d. CS 3.1.1 – Institutional Mission
- e. CS 3.2.1 – Governance and Administration: CEO evaluation/selection
- f. CS 3.2.3 – Governance and Administration: Board conflict of interest
- g. CS 3.2.5 – Governance and Administration: Board dismissal
- h. CS 3.2.8 – Governance and Administration: Qualified administrative/academic Officers
- i. CS 3.2.9 – Governance and Administration: Faculty/Staff appointment
- j. CS 3.2.11 – Governance and Administration: Control of intercollegiate athletics
- h. CS 3.2.12 – Governance and Administration: Fund-raising activities

1. Approval of minutes from 10/20/09 – *The minutes were approved by consensus.*
2. Style Guide Updates – *The document continues to be a work in progress.*
3. Compliance Certification Edits – *The Committee discussed and edited the following documents using the updated Style Guide to ensure consistency.*

- a. CR 2.7.3 – General Education
- b. CS 3.1.1 – Institutional Mission
- c. CS 3.2.1 – Governance and Administration: CEO evaluation/selection
- d. CS 3.2.3 – Governance and Administration: Board conflict of interest
- e. CS 3.2.5 – Governance and Administration: Board dismissal
- f. CS 3.2.8 – Governance and Administration: Qualified administrative/academic officers

4. Adjournment – *The meeting was adjourned at 4:18 p.m. The next meeting is scheduled for Tuesday, November 3rd, at 2:00 p.m. in the Board Room.*