

**Institutional Effectiveness Committee**

December 14, 2017  
3:00pm – 4:00 pm  
SS-104

**Minutes**

**Participants:** Angelina Hill, Paul Chown, Keith Snow-Flamer, Ed Macan, Dan Calderwood, Julia Peterson, Stephanie Burres (support)

**Purpose:**

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| 1.0 | Determine best formula for setting Standard & Targets (Paul Chown- attached) |
| 2.0 | Document steps for standardizing Annual Plan development |
| 3.0 | Review/revise the IE Timeline (add staff prioritization, others?) |
| Adjourn | |