

Institutional Effectiveness and Advancement

Activity and Status Report

June 19, 2018

Administration

- Attended the Association for Institutional Research annual meeting; met with IR staff to review notes and discuss the implementation of ideas gained.
- Participated in a discussion with THEC on performance funding and quality assurance funding.
- Attended Boys & Girls Club event
- Working with Advancement on institutional membership with service area chambers
- Participated in the Emsi training on the Analyst software.
- Reviewed Assessment of Administrator results with President with the plan to establish improvement goals.
- Participated with Executive Council several campus-wide
- Working with Advancement and Community Relations on a Foundation Board Retreat in August

Institutional Research and Accountability

Sara:

- Participated in a workshop on the SACSCOC student learning outcomes standards.
- Participated in an Emsi training to learn the new Analyst tool.
- Compiled and provided Maymester grade data to Dr. Bailey.
- Completed a request for online course/programs for WIOA office.
- Met with Meredith to set a timeline for work on the 2018 QAF report (due August 1).
- Meeting with Health Science Dean and Completion Coach about getting new HS AAS and Certificate approved for WIOA funding.
- Training session with Dr. Bailey on Emsi (Analyst tool) and discussion about SLO data.
- Decision to be made regarding course evaluation changes, scheduling meetings with Deans, planning training for faculty during in-service.
- Continue work on the QAF report (narratives and data collection)

Meredith:

- **Institutional Research:**
 - Emsi training 06/14
 - Completed several data requests
 - QAF training session
 - Working on timeline/content for campus data training for Fall
- **Public Relations:**
 - jTV slides
 - Working to find instances of old logo and recording to Trello board
 - Assisted with brainstorming for new logo signs and ads for Fall

Advancement and Community Relations

- No report available at this time.

PR and Marketing

John

- Coordinated the burial of the JSCC 50th Anniversary time capsule.
- Set date and time of 8:30 a.m. Wednesday, June 20 for burying the time capsule. A communication will be sent to campus at the beginning of the week to invite anyone interested in watching. No program or agenda is planned for the event.
- Have secured an approval protocol with Follett Bookstore that requires approval for all JSCC-branded merchandise.
- Working with Athletics on developing designs for the basketball court and basketball uniforms.
- Shelbi Weaver is working on the style guide project that will be an integral component of JSCC brand management.

Victor

- Classroom signage meeting
- Researched Accuplacer signup bug
- Fixed letterhead template
- Set up pre-reg nursing page and link
- Web ads