



Committee Meeting Minutes

Meeting Date	1/27/16
Meeting Time	3:00-3:30 p.m.
Meeting Location	Room 215
Type of Meeting	Committee
Committee	Institutional Effectiveness
Facilitator	Mandy Schram
Attendees	Laurie Neadeau, Devery Fairbanks, Julia Stephani, Bill Stephani, Tami Nendick, Liz Polzin, Cassy Keyport

Agenda Item #1:		
Time Allotted	30 minutes	
Presenter	Mandy Schram	
Discussion The Committee reviewed the Strategic Plan and identified tasks that need to be accomplished.		
Conclusions See above		
Action Items	Person Responsible	Deadline
Each department will review their tasks as listed in the Strategic Plan and work toward accomplishing them	All staff and faculty members	Ongoing

Mandy Schram

1/28/16

Signature of Committee Chair

Date