



Red Lake Nation College

Committee and Department Annual Summary Report

Committee/Department:

Institutional Effectiveness Committee

Academic Year (Dates Covered):

2015-2016

Committee Chair or Department Director:

Mandy Schram/VP of Operations and Academic Affairs

Committee or Department Members:

Liz Polzin, Cassy Keyport, Laurie Neadeau, Betty Kimbrell, Devery Fairbanks, Julia Stephani, Bill Stephani, Tami Nendick, Tami Niswander

Mission:

The Red Lake Nation College Institutional Effectiveness Committee ensures that the College engages in integrated and systematic planning. The Committee ensures that decisions from all committees are known and incorporated across campus operations. The Committee reviews and evaluates all department and committee work plans and links them to strategic planning goals. The Committee reviews institutional data to ensure that decisions are made according to results.

Work Plan Goals (Indicate whether met or unmet):

Goal 1: Ensure that all departments and committees complete an annual work plan.

Accomplishments: All committees utilized an annual work plan for the 2015-2016 academic year. Over half of the operational departments/employees also utilized an annual work plan.

Not met: This goal will remain in place for the 2016-2017 academic year and RLNC will strive for 100% of all committees and departments/individuals to have a work plan in place.

Goal 2: Ensure that all departments and committees complete an annual summary of their work plan accomplishments.

Accomplishments: All department/employee summaries are due June 1, 2016. All committees will complete their annual summaries by May 14, 2016.

Not met: This goal will remain in place for the 2016-2017 academic year.

Goal 3: Make recommendations to committees and departments for the next annual work plan in order to ensure measurable outcomes are linked to the strategic plan.

Accomplishments: The Committee Assessment Structure Chart was created which links each committee to the appropriate strategic planning goal.

Not met: Met. This goal will remain in place for the 2016-2017 year in order to continuously review the strategic planning goals and ensure they are being addressed.

Goal 4: Develop a template of institutional data to disseminate to the appropriate committees to ensure data-driven decision-making.

Accomplishments: This goal was removed because not enough data has been collected to date. This may be reinstated in the upcoming years.

Not met: This goal will be replaced with a new goal as follows: Check in with all departments/committees to ensure completion of Annual Report Summaries and Annual Work Plans.

Summary of Work Plan Accomplishments:

The Committee ensured that all committees had an annual work plan in place and tracked their progress through committee minutes. In addition, the Committee Assessment Structure Chart was created to clarify each committee's role in relation to the Strategic Plan.

Unfinished work plan objectives:

Not all departments/employees had an annual work plan in place for the 2015-2016 academic year. The Institutional Effectiveness Committee will follow up on this for the 2016-2017 academic year and strive for 100%.

Significant areas to address in next annual work plan:

Ensure annual work plans and summaries are completed by all committees and departments/individuals.

Recommendations to policy change (if appropriate):

N/A

Visuals/Graphs:

Chart updated 4/17/16

Committee/ Department	2015-2016 Annual Work Plan	2015-2016 Annual Summary Report	2016-2017 Annual Work Plan	2016-2017 Annual Summary Report
Assessment Committee	X			
Curriculum Committee	X	X	X	
PASS Committee	X			
Institutional Effectiveness Committee	X	X	X	
Governance Committee	X			
Events Committee	X			
Campus Safety Committee	X			
Faculty Senate	X			
President's Office				

Development				
Human Resources	X			
VP of Operations and Academic Affairs				
Chief Financial Officer	X			
Director of Assessment and Institutional Effectiveness				
Director of Student Services	X			
Director of Student Success				
Bookstore				
Financial Aid				
Admissions Counselor	X			
Recruitment and Retention Counselor	X			
Accounts Payable Specialist				
Maintenance/ Janitorial				
Library	X			

Mandy Schram

4/17/16

Committee Chair/Department Director Signature

Date