



**Policy: 04-10-00**

# **Institutional Effectiveness Committee**

OFFICE OF RECORD: President  
ISSUED BY: Institutional Effectiveness Committee  
APPROVED BY: 04-10-00  
EFFECTIVE DATE: 10/03/03 (Revised 9/11/08)

## **Policy**

The Institutional Effectiveness Committee fulfills an advisory, monitoring, coordinating and regulatory role at Dakota State University in planning and assessment matters and advises the President on the implementation and evaluation of the DSU Strategic Plan and all aspects of institutional assessment. The Committee's responsibilities include annual evaluation of assessment plans and annual evaluation of progress toward achievement of the institution's strategic initiatives and the institution's academic achievements.

## **Committee Membership**

The Institutional Effectiveness Committee will consist of:

1. One faculty representative from each college, and one representative from each of the following academic support units: the library, Extended Programs, Center of Excellence and the Graduate Programs Office. Two nominations for each vacancy will be forwarded to the President before the end of the spring semester. Appointments are to be confirmed before the first meeting of the fall semester and are for three-year overlapping terms.
2. One staff member representing each of the following administrative functions: athletics, auxiliary services (bookstore, food service, housing, student union), Outreach Services, business office, computing services, enrollment services, student development/diversity services, career services/ placement, physical plant, and university advancement. Two nominations for each vacancy will be forwarded to the President before the end of the spring semester. Appointments are to be confirmed be-

fore the first meeting of the fall semester and are for three-year overlapping terms.

3. The dean of each college.
4. Two student representatives recommended by the Student Senate and confirmed by the President for a one-year term. Recommendations will be forwarded to the President before the end of the spring semester. The appointment will be confirmed before the first meeting of the fall semester.
5. Planning Council members, not currently serving as committee chair or as official committee members as outlined in #2 above, will serve as voting ex-officio members.
6. Ex-officio non-voting: A representative from the Assessment Office will serve in an advisory and supporting capacity to the committee.

### **Chair**

The chair of the Committee will be appointed by the President and will be a vice president or a faculty or staff member with a background in assessment activities. The chair will serve a renewable one-year term.

### **Process**

The University undergoes a strategic planning process every five years. In the fall semester immediately following implementation of a new strategic plan, the IEC will meet as a committee of the whole to develop ideas for implementation of the new strategic plan. Members will then carry these ideas to their respective departments for development of specific unit plans. Public declarations of unit plans will be conducted throughout the spring semester at scheduled IEC meetings.

In years 2 through 5 of the strategic plan, the fall IEC meetings will be devoted to process evaluation. The spring IEC meetings will be used to evaluate progress of the university toward its strategic goals.