Institutional Performance Plan
IPP Reporters and Sub-Committee Chairs
September 28, 2015
Trustees Room – Cumnock Hall

Attendees: Dana Skinner, Amy Judge, Don Pierson, Maria Sheehy, Paula Haines, Rachel Campbell, Christe Gillette, John Ting, Thomas Taylor, Michael Rutherford (for Lauren Turner), Sandra Niedergall

ITEMS TO REVIEW

► Distribute and review self-study written plan
  • Recommendation to update names of committee members based on recent personnel changes
  • Review self-study schedule
  • Intent is to complete preliminary subcommittee reports during the 2015 fall semester.

► Discussion relative to writing assignments and formatting
  • Subcommittee reporters will produce written reports and forward to Maria Sheehy who will compile data and information and write the final report.
  • Christine Gillette and Maria Sheehy will edit to ensure AP style is used throughout the document.
  • Subcommittee reports will be forwarded to Amy Judge who will format the document.
  • Final editing and review team will consist of Dana Skinner, Sandie Niedergall, Patti McCafferty, Maria Sheehy and Christine Gillette.