

Association of Florida Colleges Board of Directors Meeting
January 2016

Agenda Item 5.9

Institutional Effectiveness, Planning, and Professional Development Commission

I. Officer Recruitment – October 2015

- A. Rob Gregg, Commission Chair 2013-2015, began reaching out to IEPPD Commission members by e-mail regarding nominations of new officers
 - i. As Chair, his two-year term ended
 - ii. The Chair-Elect changed employment and began working out-of-state
 - iii. The Secretary/Treasurer's two-year term ended

II. AFC Annual Convention November 2015

- A. The business meeting was held in conjunction with the commission's sponsored concurrent session presented by Commission Chair (2013-2015) Robb Gregg, Pensacola State College.
- B. The in-coming Executive Board for 2016-2018 is as follows (finalized as of December 1, 2015):
 - i. Chair – Susan Taylor, North Florida Community College
 - ii. Chair-Elect – Jillian Ramsammy, College of Central Florida
 - iii. Secretary – Carrie Henderson, Florida State College at Jacksonville
 - iv. Treasurer – Jorge Gavillan, Pasco-Hernando State College

III. IEPPD Commission Plan for 2016

- A. Regular Conference Calls with Commission Officers to develop and implement an operational plan, including:
 - i. Update the Commission's bylaws
 - ii. Prepare for Spring Commission Conference
 - i. IEPPD is one of several commissions partnering with the Student Development Commission for a Spring 2016 Conference
 - 1. Dates: May 17 – 19, 2016
 - 2. Location: – Orlando, Valencia College
 - iii. Implement professional development webinars as a way to connect with members and build interest in the commission
 - iv. Update the plan for maintaining the AFC website
 - v. Discuss the "Best Practices" process, including advertising to commission members



Association of Florida Colleges Board of Directors Meeting

April 7, 2016

Agenda Item 4.9

Institutional Effectiveness, Planning, and Professional Development Commission

I. Commission By Laws Update – February 2016

- A. Draft Completed and will be ready to post on the AFC for membership review in April 2016
- B. Membership input/approval will solicited at the Spring and/or Annual Conference

II. Commission Activities

- A. Officer Meetings via Conference Calls in February 2016
 - i. Completed the By Laws Draft
 - a. Discussion of adding an additional board member – Historian/Commission Reports Chair
 - ii. Prepared Updates to the Commission's web page – completed task (*Thank you, Adrienne!*)
 - iii. Prepared and send a letter of introduction of Commission officers via an e-mail blast to all Commission members requesting Calls for Proposals for the Spring Conference
- B. Fundraising
 - i. Officers have secured a sponsor for the Spring Commissions Conference (IBM SPSS), May 17-19, 2016
 - ii. AFC logo shirts for members are being considered for small fundraising event, but mostly for visibility
- C. Spring Commission Meeting
 - i. All officers are planning to attend the Spring Commissions Conference at Valencia in conjunction with the Student Development, Technology, Communications & Marketing, and Equity, Diversity, & Inclusion Commissions.
 - ii. We plan to meet as a Board as well as invite IEPPD Commission members to a brief Business Meeting.