

2024-25 Charges and Assignments

Charges	Responsible	Crosswork to Strategic Plan	Crosswork to Middle States
· The development of a web presence. Each Committee has a webpage – it should be populated with minutes and agendas for each meeting throughout the year, as well as past minutes and agendas where available.	Agatha/Olin	Communication - Goal # 3	Standard I Mission and Vision
· The development of a “guiding document,” similar to bylaws but provides the Committee members with an overview of the Committee’s roles and charges for each year. This document should also show how the work of the Committee relates to standards within Middle States and the goals within the College’s Strategic Plan.	Olin/Agatha	ent Experience - Go	Standard VII Governance and Leadership
· Continue to build an authoritative data element dictionary of data contained in Colleague, our Enterprise system, so employees in different departments - both academic and non-academic - will have a clear understanding of available data and definitions.	Heather/Erin Kelly/Erin Woods/Kevin	mmunication - Goal	Standards II, IV and Standard V
· Research and recommend ways in which to help manage security, access and processes/guidelines for employees leaving or changing positions.	Heather/Steve	mmunication - Goal	Standard VI Planning, Resources and Institutional Improvement
· Research and recommend ways in which to manage access to Starfish/Lazer Success Analytics and access to dynamic dashboards by IPAR.	Mike O’Connor/Chris Heisler	mmunication - Goal	Standard VI Planning, Resources and Institutional Improvement

· Research and recommend appropriate training for employees for data use and dissemination of information on campus and to external stakeholders.	Heather/Stephanie/(Someone from HR)	Communication - Goal	Standard VI Planning, Resources and Institutional Improvement
· Continue with oversight and enforcement of the Data Governance Policy.	ALL	Communication - Goal	Standard VI Planning, Resources and Institutional Improvement
· Provide an update to College Leadership Council at an appropriate time during the academic year.	Agatha/Olin	Communication - Goal	Standard VI Planning, Resources and Institutional Improvement