INSTITUTIONAL DEVELOPMENT, EFFECTIVENESS, AND ACCREDITATION
VIRTUAL MEETING ON JUNE 10, 2022, AT 9:00 A.M.
MINUTES

ATTENDEES:

- Jessie Pate, (Chair), Director of Institutional Research & Engagement
- Marika Adamek, Assistant Registrar
- ~~Julie Adams, Staff Senate President~~
- Ryan Loomis, Director of Community Engagement

- Phillip Sawatzki, Faculty Senate President
- ~~Bryon Steinwand, Faculty Representative~~
- Sandy Bauman, Dean/CEO (Ex-Officio)
- Paige A. Payne, Recorder

Helena College Mission: Helena College University of Montana, a comprehensive two-year college, provides access to and support of high quality lifelong educational opportunities for our diverse community.

IDEA Committee Mission: The Institutional Development, Effectiveness and Accreditation Committee is a representative body whose mission is to advance the strategic direction of Helena College through assessment and planning. The committee also has oversight for activities related to maintaining institutional compliance with regional accreditation policies and standards.

PRE-READS (IN IDEA TEAM FILES)

- General folder:
    - May 27 minutes – MA motioned to approve. RL seconded. Approved
- Strategic Planning 2022-2027 folder:
    - IDEA Strategic Plan To Do Summer 2022
    - KPIs
    - Homework Work plan review and analysis of the process. Subject matter expert.

AGENDA

1. Marika Adamek motioned to approve the May 27, 2022 minutes. Ryan Loomis seconded the motion. The minutes were approved unanimously.
2. **Annual Work Plan Database Changes 2022-23**
    a. The changes are in progress.
    b. The defining characteristics will be abbreviated as: EF-1, ST-1, IM-1, EQ-1, etc.
    c. The home screen plan is not initiated yet.
3. **IDEA Strategic Plan To Do Summer 2022**
    a. Key: Blue is priority for current meeting, green is in-progress, orange is not started, no color is decided/finalized
        i. **DLI Statistics** (KPI ST-1): KPI Stewardship-1, will be removed as a KPI and be incorporated as part of the budget allocation process in the first SG in Stewardship.
    b. **Department Tracking of Outcomes of PD Activities** (KPI ST-4): Is this a KPI or a target for SG 3?
        i. Hard to track unless Vector can be used to pull the metrics.
        ii. Without determining how HC is going to get the feedback it is hard to set a target.
        iii. Keep it as a KPI, but revisit setting a target after a process has been developed.
    c. **Academic Pathways** (KPI IM-8): Not necessary as a KPI because it's a target for Impact SG2. OK to remove?
        i. Remove KPI because it is already a SG target.

        ii.   After 5-years, determine whether to change it to a KPI.

    d. **Retention** (SG IM-2.2): Decided in last meeting to set sub-targets for part-time and full-time students.

        i.   Concern from committee about setting these and other targets

    e. New strategy: The committee will identify campus subject matter experts to help IDEA set targets and a strategy to meet the retention target per area.

4. **Next meeting June 24 at 9 a.m.**

    a. Homework: Bring feedback about academic and non-academic program review, especially IDEA Review component. And Subject matter expert.