HELENA COLLEGE | IDEA Committee
UNIVERSITY OF MONTANA

INSTITUTIONAL DEVELOPMENT, EFFECTIVENESS, AND ACCREDITATION
VIRTUAL MEETING ON APRIL 19, 2023 AT 2:00 PM
MINUTES

Helena College Mission: Helena College supports our diverse community by providing the paths and tools necessary to assist learners in achieving their educational and career goals.

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.

ATTENDEES:
- **Jessie Pate, (Chair),** Director of Institutional Research & Effectiveness
- **Marika Adamek**, Assistant Registrar
- **Stephanie Hunthausen**, Executive Director of Career Technical Education & Dual Enrollment
- **Ryan Loomis,** Director of Community Education Center

- **Atalyssa Neace**, Staff Senate representative
- **Phillip Sawatzki,** Faculty Senate representative
- **Bryon Steinwand,** Faculty representative & Assessment database developer
- **Nick Worsley,** ASHC President
- ~~**Sandy Bauman,** Dean/CEO (Ex-Officio)~~
- **Paige A. Payne,** Recorder

PRIORITIES FOR AY2223

1. Finish Strategic Plan KPIs
2. Establish strategic goal IM-1 (Demonstrate campus-wide engagement with our community)
3. Establish strategic goal EQ-1 (Disaggregate data; NWCCU 1.D.2, 1.D.3: race/ethnicity, gender, age, socioeconomic status, first gen, any others)
4. Benchmarking – identify peer institutions and metrics to disaggregate (NWCCU 1.D.3)

PRE-READS/SUPPORTING DOCUMENTS (IN IDEA TEAM FILES)
- 20230405 IDEA Minutes
- State of the College Presentation
- Helena College 2022 Mission Fulfillment Final

AGENDA

1. Approve April 5, 2023 Minutes
    a. Phillip Sawatzki moved to approve the minutes. Bryon Steinwand seconded the motion. Approved unanimously.
2. Accreditation
    a. No updates on Year 6 report.
    b. Questions or thoughts about final Mission Fulfillment Report?
        i. Marika provided some feedback.
        ii. Edit page 2 : Mission fulfillment <u>at</u> 75%
        iii. Page 10: Final Status by SG objective average was 82% completed.
        iv. Would the IDEA committee like to set a yearly goal that a certain percentage of the goals are completed?
            1. Discussion about whether having a goal would motivate or distract plan developers from writing good goals
            2. No decision: Re-visit at next meeting.

     v. Is there data to indicate that the SGs affect the core themes?
       1. Not directly, but something to think about.
   c. Year 7 visit scheduled for April 10-12, 2023
     i. Plan to submit report by February 1, 2023
3. Peers and Aspirants Discussion
   a. Peer groups are set.
   b. There is a list of aspirants in the team files. Questions for consideration:
     i. How is the aspirant list used at other institutions?
     ii. What are the aspirations that are attractive to the group?
       1. Common vision, strategic goals, student performance data.
       2. How do we identify the aspirant and what is the outcome?
4. State of the College Preparation
   a. Theme of the presentation: How IDEA's work contributes to data-informed decision-making for the college.
   b. PowerPoint draft was reviewed during the meeting.
     i. Slide one: add what IDEA stands for
     ii. Slide two: add titles of the members
     iii. Jessie will present intro and strategic plan overview (slides 1 – 7)
     iv. Phillip will cover annual work plans (8-9)
       1. Add a slide with a chart that shows the percent completed year to year.
     v. Bryon is willing to present the information on the program reviews (slide 10)
       1. Add that IDEA is collecting and tracking the information on program reviews to make departments accountable.
     vi. Marika will discuss peer institutions (slides 11-13)
       1. Emphasize how IDEA picked the peer institutions. List the regional first, then national.
     vii. Finalize at the next meeting on May 3, 2023.
5. Annual Work Plans Update
   a. Option to submit final plans early: now through May 5
   b. All plans due June 23, 2023
   c. Review will begin in July 2023
6. Picking up dropped projects.
   a. Mapping and assessment database reports.
   b. Strategic Planning
7. Workshops for the annual plans in the fall IDD days.
   a. Coaching and example of good goals.
8. Next meeting: May 3, 2023