

INSTITUTIONAL DEVELOPMENT, EFFECTIVENESS, AND ACCREDITATION MEETING ON APRIL 3, 2024, AT 1:00 PM, DON 133

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

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| <ul style="list-style-type: none">• Jessie Pate (Chair), Director of Institutional Research & Effectiveness• Marika Adamek, Assistant Registrar• Kasandra Reddington, Accessibility Services Coordinator• Phillip Sawatzki, Biological Life Sciences Instructor | <ul style="list-style-type: none">• Bryon Steinwand, IT & Programming Instructor, Assessment Database Developer• Ashleigh Taylor, ASHC President• Cody Torres, Welding Instructor• Sandy Bauman (Ex Officio), Dean/CEO• Melanie Heinitz (Recorder), Executive Assistant & Office Manager |
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Priorities for AY2324

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1. Prepare for Year 7 accreditation report and visit
 2. Finish strategic plan KPIs
 3. Establish and support ad hoc committee to administer Campus Climate Survey
 4. Contribute to the development of institutional dashboards

Agenda

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1. **Approve March 20, 2024 minutes**
 - a. **idea-minutes-2024-03-20**

Marika made a motion to accept the minutes as read, Phil seconded the motion. All in favor, none opposed, none abstained: motion carried.
 2. **NWCCU Year 7 Peer Evaluation Visit – Data to Understand**
 - a. **[Dashboard of Institutional Data](#) (select Helena College from the dropdown menu at the top of each visualization)** Review of Data on the data.nwccu.org site. Graduation data rates were discussed in detail.
 - b. **NWCCU Data Analysis (ppt file in team files)** IPEDS calculations discussed. Graduation rate total cohorts are rising.
 - c. **NWCCU Data notes from Jessie:**
 - i. Notes from Discussion
 1. Pull some gateway course completion data to complement graduation rates
 2. Pull degrees awarded data to compare to graduation and transfer rates

3. No retention data in these dashboards – how does it look compared to other schools?
4. Is time to credential only associates or are certificates included?
5. College Scorecard data how the earnings information
 - a. Are these earnings just in Montana or anywhere?
 - b. Is this data tied to individual students?
6. How do our overall transfer numbers/rates look, regardless of earning a degree or not?

d. NWCCU Data Updated and Defined

3. NWCCU Year 7 Visit Meeting Prep – Questions from Evaluation Team Chair

a. How comprehensive is program learning outcomes assessment across academic (including transfer) and nonacademic programs?

- i. Academic programs have a system in place that was designed to be comprehensive, but in practice participation is varied, a majority are not participating enough for meaningful data.
 1. Majority are not meeting expectation set by Executive Committee of the [Faculty] Senate.
 2. Had a couple meetings with Chief Academic Officer (Sandy) and all faculty to discuss assessment but fell out of practice. Division Chairs need to be more involved in enforcing/supporting assessment work
 3. Can we get data of how much each faculty is doing? Anecdotal evidence is faculty are either meeting 80% or not doing any at all.
 4. Would be nice for faculty to generate their own reports to see what has been done/progress, etc.
- ii. TRIO/MT have external reporting requirements that provide a framework for assessment in those programs, not many other non-academic programs have learning outcomes. Asked in program reviews to identify what data they use or what they measure to determine success/effectiveness, but a lot of need for training/support has been identified in the first three years of new reports.

b. How is Helena College using disaggregated data and comparison institutions to determine areas for priority, celebration, or need for improvement?

- i. We are working on it. We have disaggregated data, we don't have a regular process to evaluate it from this perspective.
- ii. Strategic plan KPIs – disaggregated FT/PT retention rate, FT/PF math/writing gateway course completion
- iii. Use of disaggregated data and peers for comparison is happening in pockets as needed.
- iv. State of the College shows disaggregated data
- v. Have our peers, haven't started identifying what we're going to look at.

4. Next meeting: April 17, 2024