ATTENDEES:
- Jessie Pate, (Chair) Interim Director of Institutional Research & Engagement
- Jocelynn Norman, Associated Students of Helena College President
- Julie Adams, Staff Senate President
- Ryan Loomis, Director of Community Engagement
- Phillip Sawatzki, Faculty Senate President
- Byron Steinwand, Faculty Representative
- Tammy Burke, Executive Director of Career Technical Education
- Michael Reid, Assistant Dean of Administrative Affairs
- 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
- October minutes
- AY2021Work Plan Performance
- AY2021Work Plan Review
- Program Review Guide
- NWCCU Standards

AGENDA
1. Phillip motioned to approve the October minutes. Jocelyn seconded the motion and the minutes were approved unanimously.

2. Work Plans
   a. Committee Review Data
      - All plans are turned in and reviews are completed.
      - Feedback out next week (Nov. 30 to Dec. 4)
      - Bulk of the action items have moved to SG5.
      - Strategic goal objectives show increase in relation to the priorities set out by IDEA and Cabinet compared to 2019-2020.
      - Work plan review data shows most of the actions items in the plans are showing improvement.
      - Jessie will compare three years of data and report back.

   b. Mid-Year Review Statuses
      - In the past the mid-year review has not been enforced.
      - Reason for review was to respond to feedback and update completed goals.

   Determination: Jessie will send the IDEA committee’s feedback to each plan developer. Each plan developer will be asked to revise and update their plans by Feb. 5th. Jesse will include the supervisors in the email to provide the support.
c. Gen Ed Plan Accepted  
Determinations: Gen Ed and Science currently submit an annual plan. In the future, Written & Oral Communications, Math, Social & Psychological Sciences, and Arts & Humanities will submit annual work plans. Each sub-group has a budget.

3. Program Reviews 12.04  
a. ECOS – Academic Program Reviews Discussion  
   • The faculty feel that the guidelines are adequate.  
   • The process does not have a mechanism to inform the program feedback after the review is completed to incorporate the recommendations into the budget process.  
   • Include the faculty in the review of other programs.  
   • Incorporate the five-year program review with the annual plan in relation to the review.  
   • The IDEA committee could review the report and provide a summary to allow leadership to implement the recommendations per plan.  
   • Suggestion: After Program Review > Committee > Rubric > Cabinet/BMT > Recommendations > Action Plan.

b. Non-Academic Program Review – one more meeting before recommendations will be made.

4. Professional Development Database – TeachPoint  
a. Implemented.

5. Accreditation  
a. NWCCU Conference Updates and Discussion –  
   • The conference focused on the new parts of the standards.  
   • Roll the core theme indicators into mission fulfillment key performance indicators (KPIs)?  
   • Other institutions change their core themes into institutional outcomes (IO) that tied to the mission.  
   • New standard: Student data will be split into smaller specific groups, focusing on equity and diversity.  
   • New standard: Comparative benchmarking to peer institutions by identifying other institutions HC compares to in regards to regional or national competitors and program offerings.

6. December Meeting on Monday, December 21 at 9 a.m.