

**INSTITUTIONAL DEVELOPMENT, EFFECTIVENESS AND ACCREDITATION**

VIRTUAL MEETING ON AUGUST 17, 2021, AT 10:00 AM.

**MINUTES**

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**ATTENDEES:**

- **Jessie Pate, (Chair)**, Director of Institutional Research & Engagement
- **Marika Adamek**, Assistant Registrar
- **Julie Adams**, Staff Senate President
- **Tammy Burke**, Executive Director of Career Technical Education
- **Ryan Loomis**, Director of Community Engagement
- **Michelle Werle**, Associated Students of Helena College President
- **Terrie Iverson**, Consultant
- **Phillip Sawatzki**, Faculty Senate President
- **Bryon Steinwand**, Faculty Representative
- **Sandy Bauman**, Dean/CEO (Ex-Officio)
- **Paige A. Payne**, Recorder

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*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.*

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## AGENDA

Jessie Pate, Marika Adamek, and Michelle Werle are not in attendance.

**Minutes:**

- Bryon Steinwand motioned to approve July Minutes. Phil Sawatzki seconded the motion. The minutes were approved.

**NWCCU Update (SB)**

- The annual report was submitted to NWCCU early August. The report includes changes in programming, increase or decrease in enrollment, and progress on recommendations.
  - Program review for academic and non-academic units
  - Assessment database
  - Name change for Community Education Center
  - Construction on campus
  - Equipment purchases
  - Guided Pathways

**Faculty Sessions:**

- Two sessions scheduled with the faculty on program review and assessment recommendations on Wednesday, August 25.

**Annual Work Plans (SB, BS)**

- All outstanding annual plans were submitted.
- Still seeing good trends and moving in the right direction.

- Developing historical data through consistency.
- The annual plan portal will be open on Wednesday, August 18, 2021 to start the next round of annual plans. Sandy will send out an email to the plan developers.

## Mission, Vision, & Core Values (SB)

### Vision Discussion

- Is “respect” redundant with the terms diversity and inclusion?
- Are the statements use higher education language instead of community language?

Decision: Include the original, Marika’s edited statement, and one more version without the word “catalyst” and allow the campus give their feedback.

Helena College aspires to be the catalyst that transforms our students' lives through impactful, affordable, lifelong education that is responsive to the needs of our community in ways that are collaborative and advance an environment of diversity, equity, inclusion, and respect.

Helena College aspires to be the catalyst that transforms our students' lives through impactful, affordable, lifelong education that is responsive to the needs of our community in ways that are enriching, collaborative, and inclusive.

Helena College aspires to transform our students' lives through impactful, affordable lifelong education that is responsive to the needs of our community in ways that are enriching, collaborative, and inclusive.

### Mission Discussion

- The word innovative is overused.
- Repetition in both mission and vision statement is acceptable.

### **Final Statement:**

Helena College supports our diverse community by providing the path and tools necessary to assist learners in achieving their educational, career, and personal goals.

### Other Versions:

Helena College provides the paths and tools necessary to assist learners in achieving their personal, educational, and career goals.

Helena College supports and embraces our diverse community by providing open access to impactful lifelong educational opportunities that assist learners in achieving their education, career, and personal goals.

## Guiding Principles Discussion (Core Values)

- IDEA recommends to change the IESI to ESII. The acronym is pronounced “easy”.
  - The four words Effective, Stewards, Impactful, and Inclusive are principles that reflect what HC values and how HC fulfills its mission.
  - The order of the words makes sense. If HC wants to provide impactful education and an inclusive environment, we first have to make sure our houses are in order and we maintain institutional

effectiveness. As we are good stewards of our resources, HC can continue to be impactful and inclusive.

- Do the new guiding principles change HC's strategic goals if at all?
  - Under the new strategic plan, ESII would become the pillars of what HC is measuring.
  - Identify strategic tactics to work towards fulfilling the principles.
  - Set measureable targets to fulfill each goal within the principles.
    - Example: Impactful – HC has partnered with K12 to provide quality dual enrollment and early college.
  - Evaluate course alignment in relation to the guiding principles.

#### **Next Steps:**

- Draft the communication to campus
  - Provide the definitions of a vision and mission statement.
  - Give the background of the process to this point.
  - Ask feedback on the mission and vision statements.
  - Describe the thought process involved in deciding to move from core values to the guiding ESII principles/pillars idea.
- IDEA will review the draft and provide feedback.
  - Are there ways for the different departments on campus to identify their work in these areas? Not every single pillar is going to tie to every single department, but we should be able to make sure that there's not a department on campus that has trouble writing an annual plan based on what we say are the guiding principles of our work at this school.
- Distribute final draft to the campus after Labor Day.
  - Ask for feedback and schedule an open forum for discussion
    - Schedule the open forum when most of the IDEA members are available.
    - A new faculty member will replace Phillip Sawatzki in September, but he will participate in the open forum.

#### **Writing the Strategic Plan**

- At the next meeting, IDEA will discuss the formation of a strategic planning team.

The next meeting is September 21, 2021 at noon. Jessie Pate will be back as chair.