

INSTITUTIONAL DEVELOPMENT, EFFECTIVENESS, AND ACCREDITATION
VIRTUAL MEETING ON FEBRUARY 28, 2022, AT 1:00 P.M.
MINUTES

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
- **Tricia Fiscus**, Assistant Dean of Administrative Affairs
- ~~**Ryan Loomis**~~, Director of Community Engagement
- **Phillip Sawatzki**, Faculty Senate President
- **Bryon Steinwand**, Faculty Representative
- **Michelle Werle**, Associated Students of Helena College President
- ~~**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)

- February 14 Minutes
- In Strategic Planning folder:
 - Strategic Plan 2022-2027 Collaborative ST Draft (Updated since last meeting)
 - Strategic Priorities Cabinet 2021-12-29
 - SP 2022-2027 KPIs

AGENDA

1. **Approve February 14, 2022 Minutes.**
 - a. Marika Adamek motioned to approve the February 14, 2022 minutes. Michelle Werle seconded the motion. The minutes were approved unanimously.
2. **Academic Program Review**
 - a. The Faculty Senate approved the changes and updates. The final document and template is located in the IDEA MS Team file > Assessment > Program Reviews
 - b. Due to APRC April 1, 2022.
3. **Non-Academic Program Review**
 - a. IDEA Committee Reviews are due by 3/4/2022.
4. **Work Group Collaborative Draft**
 - a. The work groups are focusing on the definitions and defining characteristics for each guiding principle (GP).
 - b. The work groups will provide input on recommended KPI's to help monitor progress.
 - i. HC's mission fulfillment is related to the goals.
 - c. The work groups will recommend targets for success. (two per GP)

5. Strategic Planning: 2022-2027 KPI's

- a. The IDEA committee reviewed the KPI spreadsheet and discussed each core theme indicator and correlating KPI.
 - i. Some core themes overlapped to more than one KPI. Jessie marked the overlap on the spreadsheet for further review if time allowed.
- b. IDEA was able to determine alignment to one guiding principle.
- c. In the future, IDEA will compare with SEP KPIs, IPEDS metrics, MUS performance funding metrics, and identify or modify missing metrics.
- d. Data Disaggregation:
 - i. The question whether to perform one SWOT/BOC for the plan overall, or perform one SWOT/BOC for each GP was not decided.
 1. The steering team did not feel comfortable setting the goals for the campus and suggested that IDEA and/or the Cabinet set the goals.

6. Next meeting March 14, 2022, via Teams