

INSTITUTIONAL DEVELOPMENT, EFFECTIVENESS, AND ACCREDITATION
VIRTUAL MEETING ON MARCH 21, 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
- **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)

- March 21 Minutes
- In Strategic Planning folder:
 - Collaborative Draft Strategic Plan 2022-2027
 - SP 2022-2027 KPIs

AGENDA

1. **Minutes**
 - a. Bryon Steinwand moved to approve the March 21, 2022 minutes. Marika Adamek seconded the motion. The minutes were approved unanimously.
2. **Membership Update:**
 - a. Tricia Fiscus will no longer be a member of IDEA due to her schedule.
3. **Strategic Planning**
 - a. Updates
 - i. Effectiveness suggests defining characteristic #4 be “strategic goals.”
 - ii. Effectiveness & Impact support putting the pathways strategic goal in Impact.
 - iii. Impact approves proposed change to defining characteristic #4 to “culture of adaptability, inquiry, respect, and civic engagement.”
 - iv. Stewardship is meeting March 30, 2020 to discuss strategic goals.
 - b. Timeline
 - i. **Wed., March 30, 2022:** Stewardship meets to discuss strategic goal proposals.
 - ii. **Mon., April 4, 2022:** IDEA will discuss Stewardship’s strategic goals via MS Team chat and finalize draft for Cabinet.
 - iii. **Wed., April 6, 2022:** Cabinet will review the Strategic Plan.
 1. Add to the agenda and provide the document as a pre-read before the meeting.
 - iv. **Mon., April 11, 2022:** IDEA will discuss Cabinet feedback.

- v. **Tues., April 12, 2022:** If the SP is ready, use the next open forum on April 12 at 11 a.m. to as the campus update session to present the guiding principle work.
 - 1. Each work group chair will present the process/rationale behind the content in each guiding principle.
 - 2. If the SP is not ready for the campus review, schedule a forum the week of April 18 – 22.
 - vi. **April 15, 2022:** Deadline for campus to submit feedback to Jessie Pate.
 - vii. **April 18, 2022:** IDEA discusses campus feedback.
 - viii. **April 25, 2022:** Send out the pre-final plan for campus approval by 4/29/2022.
 - c. 2022-2027 KPIs Spreadsheet
 - i. Reviewed and discussed the general section, the Effectiveness section, and part of the Stewardship section.
 - ii. Via Teams or next meeting: Continue to finalize KPIs for campus review.
 - 1. Equity: Which data to disaggregate and which populations to look at?
 - a. Consider what we can do at HC and what we can get from IPEDS.
4. **Summer:**
- a. Finalize KPIs and strategic targets.
 - i. AWP database updated to reflect new strategic plan.
 - ii. Set specific metrics/targets over summer.
 - 1. Discuss PD reporting back to the committee after PD is completed, using Vector to track PD.
5. Next meeting April 11, 2022, via Teams.