

INSTITUTIONAL DEVELOPMENT, EFFECTIVENESS, AND ACCREDITATION
VIRTUAL MEETING ON FEBRUARY 15, 2023 AT 2:00 PM
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:

- **Jessie Pate, (Chair)**, Director of Institutional Research & Effectiveness
- **Marika Adamek**, Assistant Registrar
- **Stephanie Hunthausen**, Executive Director of Career Technical Education and Dual Enrollment
- ~~**Ryan Loomis**, Director of Community Education Center~~
- **Kyra Merchen**, Staff Senate President
- **Phillip Sawatzki**, Faculty Senate representative
- **Bryon Steinwand**, Faculty representative & Assessment Database Developer
- **Nick Worsley**, ASHC President
- ~~**Sandy Bauman**, Dean/CEO (Ex-Officio)~~
- **Paige A. Payne**, Recorder

PRIORITIES FOR AY2223

1. Finish Strategic Plan KPIs
2. Establish strategic goal IM-1 (Demonstrate campus-wide engagement with our community)
3. Establish strategic goal EQ-1 (Disaggregate data; NWCCU 1.D.2, 1.D.3: race/ethnicity, gender, age, socioeconomic status, first gen, any others)
4. Benchmarking – identify peer institutions and metrics to disaggregate (NWCCU 1.D.3)

PRE-READS/SUPPORTING DOCUMENTS (IN IDEA TEAM FILES)

- 20221209 IDEA Minutes
- Peer Criteria Votes
- Current Custom Peer with Proposed Criteria and Scoring
- Peer Search National
- Peer Search Regional
- APR IDEA Review 2022-23

AGENDA

1. **Approve December 9, 2022 Minutes**
 - a. Marika motioned to approve the December minutes. Phillip Sawatzki seconded the motion. The minutes were approved.
2. **Membership Update**
 - a. Kyra Merchen is taking Anna Ebert's place on IDEA as Staff Senate President.
3. **Accreditation update: Year 6 Policies, Regulations, and Financial Review**
 - a. Review is due on March 1, 2023.
 - b. Evidence was provided along with a narrative for each standard.
 - c. The NWCCU liaison is reviewing the draft.
 - d. The Year 7 on-site visit is in the spring of 2024. The focus is on student success and effectiveness.

4. Academic Program Review – IDEA Review 2/21 – 3/10

- a. IDEA’s review of the academic programs starts on Tues., 2/21/23 to 3/10/2023.
- b. Teams will evaluate the draft and provide feedback to strengthen the report. The final report is reviewed by the NAPR committee made up of faculty and administrators. The committee evaluates the review and makes a recommendation whether the program will continue or be terminated. The report moves to Cabinet to approve or reject.
- c. Two program reviews: Aviation and Information Technology & Programming.

5. Peer Institutions

- a. Criteria + Scoring – weighted scoring based on how similar the institution is to HC.
- b. Current Custom List:
 - i. There are 16 on the list. 10 to 15 is an ideal amount.
 - ii. There are schools in the current list that have scored pretty low on our new system, indicating a new list of peers is a good idea.
- c. Regional Peers – Alaska did not have any similar colleges/institutions.
- d. Recommendation: Choose the ones on the list at 100 and above. Seven to eight institutions. Keep one SD and NM school and replace with others in other states. Add Flathead Valley and Northwest College in Powell Wyoming.
- e. Regional Peers - Eight
 - i. Flathead Valley CC, MT
 - ii. Northwest College in Powell, WY
 - iii. Mitchell Technical College, SD
 - iv. Great Falls College Montana State University, MT
 - v. College of Eastern Idaho, ID
 - vi. University of NM-Taos, NM
 - vii. Klamath CC, OR
 - viii. Lake Region State College ND
- f. National Peers - Seven
 - i. Nicolet Area Technical College WI
 - ii. McDowell Technical CC, NC
 - iii. Pine Technical & CC, MN
 - iv. Washington State CC, OH
 - v. Kauai CC, HI
 - vi. Henderson CC, KY
 - vii. Arkansas State University-Mountain Home, AK
- g. The list will be finalized at the next meeting. Each person will review two schools, checking the following:
 - i. Rural vs. urban, mix of programs, not residential.
 - ii. Jessie will also provide graduation rate, and state funding metric.
 - iii. If the school you research doesn’t seem like a good peer, identify another school on the list to research to find an alternative.

6. Next meeting: March 1, 2023 at 2:00 PM