

INSTITUTIONAL DEVELOPMENT, EFFECTIVENESS, AND ACCREDITATION
VIRTUAL MEETING ON APRIL 5, 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, outgoing
- **Atalyssa Neace**, Staff Senate representative, incoming
- **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)

- 20230301 IDEA Minutes
- Peer Search 2023

AGENDA

1. Approve March 1, 2023 Minutes
 - a. Phillip Sawatzki motioned to approve the minutes. Bryon Steinwand seconded the motion. Minutes approved unanimously.
2. Membership Update
 - a. Kyra Merchen is taking a different position at MSU. Atalyssa Neace will be her replacement as the staff senate representative.
3. Accreditation
 - a. No updates on Year 6 report
 - b. Plans to prepare for Year 7
 - i. Spring faculty workshops have focused on a different set of sub-standards under standard 1 (focus of Year 7) and there will be similar workshops scheduled for the staff and directors over the summer.
 - ii. The outcomes of the workshops will start to build the foundation for the Year 7 report.
4. Peer Institutions – Report out on review of national peer candidates

- a. Kyra Merchen motioned to approve the eight national peers. Ryan Loomis seconded the motion. The motion passed. The eight national peers are:
 - i. McDowell Technical CC in Marion NC
 - ii. Pine Technical & CC in Pine City MN
 - iii. Washington State CC in Marietta OH
 - iv. Henderson CC in Henderson KY
 - v. Nashua CC in Nashua NH
 - vi. W. Virginia Northern CC in Wheeling WV
 - vii. Hazard Community & Technical College in Hazard KY
 - viii. Spoon River College in Canton IL
 - b. Peers can be changed or updated until mid-July.
5. Aspirant Institutions
- a. Choose aspirants with similar size of campus and programs with outstanding student retention.
 - b. Jessie is going to compile a list of aspirants that were mentioned in previous meetings. The following were mentioned in today's meeting:
 - i. Piedmont Community College
 - ii. Mid-State Technical College
 - iii. Monroe Community College
6. Upcoming State of the College (SOTC)
- a. IDEA has been asked to present at the SOTC forum on May 9. Jessie would like each member to consider sharing a piece of what IDEA does.
 - b. Topics to include in the presentation:
 - i. The data IDEA is extracting from the surveys, annual plans, program reviews and the strategic plan KPIs/targets and how it is used to make informed decisions.
 - ii. Gen Ed Modality Study: Pass rates of gen ed courses based on the different modalities, areas, and special populations
 - iii. Assessment data
7. Items that have not been accomplished yet but will be.
- a. Recurring goals in the annual plans that are marked ongoing or in progress or deferred year after year.
 - b. Unfinished KPIs and goals centered on workforce development and community engagement.
 - c. A process to use the academic assessment data to demonstrate that our students are learning the outcomes and have the institutional competencies identified for each program.
8. Next meeting: April 19, 2023 at 2:00 PM