

INSTITUTIONAL DEVELOPMENT, EFFECTIVENESS, AND ACCREDITATION MEETING ON November 4, 2025, AT 1:00 PM, DON 132 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 Council Mission: The Institutional Development, Effectiveness, and Accreditation Council 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

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| • Jessie Pate (Chair) , Director of Institutional Research & Effectiveness | • Abby Rausch , Director of Marketing, Communications, and Alumni Relations |
| • Marika Adamek , Assistant Registrar | • Bryon Steinwand , IT & Programming Instructor, Assessment Database Developer |
| • Katelynn Eberhardt , Director of Student Wellbeing and Engagement | • Cody Torres , Welding Instructor |
| • Nathan Munn , Psychology Instructor | • Paige Payne (Recorder) , Executive Assistant |

Priorities for AY2526

1. Carry out the institutional assessment plan.
2. Coordinate the collection of data in support of strategic goal IM-1 (community engagement).
3. Recommend leading indicators and real-time metrics aligned with each KPI under the new metrics tree model.
4. Prepare two ad hoc reports and coordinate one virtual visit in response to NWCCU recommendations.

Pre-Reads/Supplemental Materials (* = pre-read, in order of priority)

- IDEA Minutes 20251013*
- [Annual Plans Dashboard](#)*
- AY2526 Annual Plans Initial Review
- SP 2022-27 Strategic Goal Tracking (ST-3) *

Agenda

Approve Minutes:

- Minutes 20250930, Nathan Munn motioned to approve as edited. The motion was seconded by Bryon Steinwand. Approved. Abby abstained.

AY2526 Annual Plans & IDEA Review

- Alignment to strategic plan

- Overall, IDEA felt that the goals were aligned well, though the distribution is still not even across all defining characteristics.
- Distribution varies across types of areas. For example, academics emphasize Effectiveness and Impact.
- Consider a push to balance the goals out next year, the last year of the strategic plan.
- IDEA Review – Tabled, due to faulty dashboard charts
- Are annual plans still giving us information we need about our effectiveness and progress toward strategic goals?
 - NWCCU peer evaluators suggested we align to KPIs instead of defining characteristics. Because our KPIs are currently all focused on student achievement, this may be difficult.
 - Is there a need to more closely monitor goals that are carried over from one year to the next?

IAP: Strategic Goal ST-3

- Improve the return on investment in Professional Development (PD) activities.
 - Target #2 is the most relevant target to the main goal. What do we mean by the “return on investment” in PD activities? This isn’t just about sharing out what people learn, but also how it has improved or impacted the work carried out.
 - Unspoken baseline was that no outcomes of PD were reported in any way.
 - To date, PD committee is collecting outcomes from activities they fund.
 - The outcomes were reported in the State of the College written report of committee updates in Spring 2025.
 - How can we find out how employees have applied or shared what they learned in a PD/training who don’t apply for PDC funding?
 - Add a way to add takeaways or outcomes when someone logs their own PD in Vector
 - Target #1 is the first step in understanding ROI – related specifically to the investment piece. Making sure everyone understands how to get funding for PD activities is an important first step.
 - PDC should consider an application cycle instead of first come first served, which may help them prioritize activities with maximum ROI.
 - Target #3 has been determined by Cabinet and IDEA to not be relevant or necessary. It should be removed.

Next Meeting: November 18, 2025