

INSTITUTIONAL DEVELOPMENT, EFFECTIVENESS, AND ACCREDITATION MEETING ON May 6, 2025, AT NOON, 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 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

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| <input checked="" type="checkbox"/> Jessie Pate (Chair) , Director of IR & Effectiveness | <input checked="" type="checkbox"/> Phillip Sawatzki , Biological Life Sciences Instructor |
| <input checked="" type="checkbox"/> Marika Adamek , Assistant Registrar | <input checked="" type="checkbox"/> Bryon Steinwand , IT & Programming Instructor, Assessment Database Developer |
| <input type="checkbox"/> Jeri Bucy , Director of Community Education Center | <input checked="" type="checkbox"/> Cody Torres , Welding Instructor |
| <input checked="" type="checkbox"/> Katelynn Eberhardt , Director of Student Willbg & Eng | <input checked="" type="checkbox"/> Paige Payne (Recorder) , Executive Assistant |
| <input type="checkbox"/> Abby Rausch , Director of Mktg, Comms, & Alumni Rel | |

Priorities for AY2425

1. Finalize the outstanding items on the strategic plan.
2. Complete AY 2023-24 review of strategic plan/mission fulfillment.
3. Update the annual plan process in response to NWCCU recommendations.
4. Align peer institution work to NWCCU requirements. - DONE

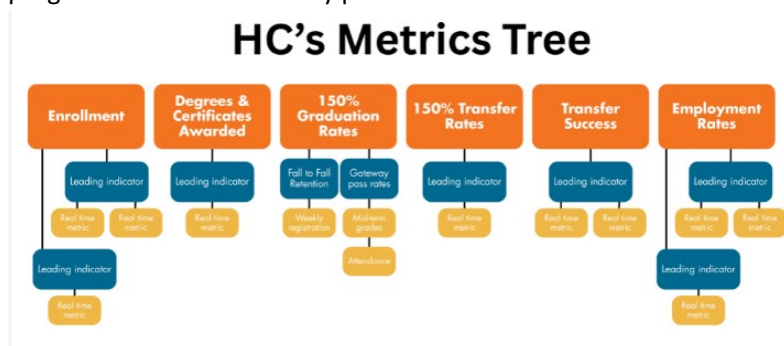
Agenda

Approve April 8, 2025 Minutes

- Bryon Steinwand moved to approve the April 8, 2025, minutes. Cody Torres seconded the motion. Approved.

Discussion of IDEA's role in the Institutional Assessment Day

- IDEA will work with Cabinet to identify leading indicators and real-time metrics that will inform progress on the 6 official key performance indicators.



- IDEA will review each KPI and strategic goal before Cabinet does. The group will take a close evaluation of the data or goal (including peer comparisons and disaggregated data where possible) and pass a summary on to Cabinet. IDEA may also make suggestions to Cabinet as they see fit.
- The NWCCU Year 7 Peer Evaluation report indicated that IDEA's role in assessment and planning was not clear. It is hoped this new format will provide clarity.

Proposed Updates to the Bylaws

- A staggered three-year member term was approved by the IDEA Council. Current term lengths will need to be adjusted.
 - Phillip Sawatzki has fulfilled their membership as of July 1
 - Marika Adamek, Cody Torres, and Katelynn Eberhardt have at least one more year as members.
 - Jessie will talk to Abby about whether she wants to stay on as Cabinet representative for another year or two.
 - Bryon Steinwand is a member due to his role in the database.
- The Director of the Community Education Center position will be eliminated as of July 1, 2025, with activities conducted by that department moving under Stephanie Hunthausen, Executive Director of Career Technical Education Dual Enrollment. Jessie will talk to Stephanie Hunthausen about serving the Council in an advisory capacity.

Annual Plans for Next Year

- Annual plan goals currently align with the defining characteristics of the strategic plan. NWCCU felt the goals should be aligned to KPIs, but the 6 KPIs are student success-focused. It would be challenging for some areas to align their work to only the KPIs.
- IDEA will add an option to tie to a KPI in the annual plan, but it will not be required.

The next meeting is June 10, 2025, at 1 p.m.