

INSTITUTIONAL DEVELOPMENT, EFFECTIVENESS, AND ACCREDITATION MEETING ON June, 24, 2025, AT 1:00 P.M, DON 131 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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| <ul style="list-style-type: none">• Jessie Pate (Chair), Director of Institutional Research & Effectiveness• Marika Adamek, Assistant Registrar• Katelynn Eberhardt, Director of Student Wellbeing and Engagement• Abby Rausch, Director of Marketing, Communications, and Alumni Relations | <ul style="list-style-type: none">• Phillip Sawatzki, Biological Life Sciences Instructor• Bryon Steinwand, IT & Programming Instructor, Assessment Database Developer• Cody Torres, Welding Instructor• Paige Payne (Recorder), Executive Assistant |
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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. – in progress
4. Align peer institution work to NWCCU requirements. - done

Pre-Reads

- IDEA Council Minutes 20250610
- Strategic Goal Tracking file, Impact Strategic Goal IM-1 section
- IEBC Leading and Lagging Indicators
- Using a Measurement System, appendix pages 48-60

Agenda

Approve Minutes

- IDEA Council Minutes 20250610.
- Bryon Steinwand moved to approve, and Katelynn Eberhardt seconded the motion. The minutes were approved unanimously.

IAP: Strategic Goal IM-1: Demonstrate Campus-wide Engagement with the Community

- IDEA's response to Cabinet's recommendations:
- Board member form:
 - Often used for tax purposes (e.g., donating time, resources, etc.) for both the board and the board member.

- Some concern that asking for paperwork from board members would be too difficult to get – their participation on boards is sometimes a big ask to begin with.
- Nice to have more than an essential component of this strategic goal.
- Like the plan to have directors/departments work with this.
- Will be a big lift at first, but if it's done well the first time, it will just be a matter of making updates each year.
- How will this look? Microsoft form/spreadsheet/Qualtrics survey? Might be able to get into the database once we have a good understanding of what kind of data we will be getting and how we will be using it. **Goal:** Draft form by ID Days and a full form by mid-November.
 - Type of engagements occurring or pursued
 - Partnership/collaborations
 - Outreach
 - Host/event
 - Financial/sponsorship
 - Service learning/internships/practicums/clinicals
 - Training (e.g., industry training students in a formal setting)
 - Organization name(s) - select from list, ability to add to list
 - Individual names?
 - Type of organization will be attached to the organization
 - Business/industry
 - Education
 - Healthcare
 - Government
 - Non-profit
 - Community/other
 - Frequency/regularity of engagement
 - One-time
 - Recurring (weekly, monthly, annual)
 - Length of engagement
 - Brief description of the value of engagement to HC and the organization
 - How many engagements/orgs to include?

Metrics Tree: Leading Indicators/Real-time Metrics for Degrees & Certificates Awarded

- Leading indicators so far:
 - Fall-to-spring retention
 - Fall-to-fall retention
 - Credit completion ratio (credits attempted/credits earned)
 - Credit accumulation (full-time students earning at least 15 credits a semester)
 - Gateway course completion. Math and writing in the first academic year.
 - Withdrawal Rate – Doesn't provide an accurate picture because there are so many reasons a student may withdraw.
 - Course pass rate: Pass, fail, withdraw
- Real-time indicators are difficult to track with annual processes.
 - Meeting with advisors
 - Completing grad apps?
 - Mid-term grades

Next meeting: July 8, 2025, at 1:00 PM.