

## INSTITUTIONAL DEVELOPMENT, EFFECTIVENESS, AND ACCREDITATION MEETING ON August 5, 2025, in DON131 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

- **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
- ~~**Phillip Sawatzki**~~, Biological Life Sciences Instructor
- **Bryon Steinwand**, IT & Programming Instructor, Assessment Database Developer
- **Cody Torres**, Welding 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

- IDEA Council Minutes 07222025
- [Annual Plans Dashboard](#)

### Agenda

**Approve July 22, 2025 Minutes:** Bryon Steinwand motioned to approve the minutes. Marika Adamek seconded the motion. Approved

#### IAP: AY2425 Annual Plans

- IDEA discussed the different reasons tasks/goals were not completed or deferred.
- Some of the data may be skewed due to the query pulling extra plans.
- Many of the final budget narratives were not completed or updated, the language was vague, and the analysis was missing from the narrative.

- 91% of the reviewers felt the narratives showed continuous improvement and the goals were clear and attainable.

#### AY2526 Annual Plans

- Timeline
  - Open 8/21/2025
  - Due 9/12/2025
  - Supervisor review 9/26/2025
  - IDEA review 10/10/2025
  - Discuss initial review/plans at 10/14 meeting

#### Metrics Tree: Employment Rates in Montana Within One Year of Graduating

- Leading Indicators
  - Certificates
  - Handshake
  - Job postings/market data for careers our students could have
- Real Time Metrics
  - Students reporting to instructors that they have found a job
  - Meeting with a career counselor/advisor focused on jobs.

#### Next meeting: Tuesday, August 19, 2025

- IAP: Strategic Goal ST-1: Develop and implement a new budget process that is data-driven, transparent, and aligns with our strategic plan. This process will include a 10-year master plan with renewal and replacement schedules for capital assets.
- Finalize AY2526 Annual Plans
- Discuss new time slot with new members.