

INSTITUTIONAL DEVELOPMENT, EFFECTIVENESS, AND ACCREDITATION MEETING ON February 3, 2026, at 1:00 P.M., 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

- **Jessie Pate (Chair)**, Director of Institutional Research & Effectiveness
- **Marika Adamek**, Assistant Registrar
- **Katelynn Eberhardt**, Director of Student Wellbeing and Engagement
- **Nathan Munn**, Social Sciences Instructor
- **Abby Rausch**, Director of Marketing, Communications, and Alumni Relations
- **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 20260120
- SP 2022-27 Strategic Goal Tracking – SG IM-2 (begins page 13) – has been updated with new pathways data
- Transfer Pathways Fall 2023 - Fall 2025

Agenda

Approve minutes: IDEA Council Minutes 20251209

- Cody Torres motioned to approve the minutes. Katelynn Eberhardt seconded the motion. The minutes were approved.

Pathway Tracking Follow-up:

- Enrollment has been tracking student pathways since 2023.
 - The data is from the advisors.
- Target: Create a method for tracking student pathways through Enrollment.

- 90% of the Gen Ed students are on a pathway which satisfies the target.
- Next steps:
 - Compare the retention of students on a pathway vs. students who do not declare a pathway in the first semester/
 - The data does not help the instructors to forecast future course offerings.

Institutional Assessment Plan: Strategic Goal IM-2

- *Enrollment: Marika & Cody*
 - The target is a yearly 3% increase.
 - Strengths: growth is good.
 - Weaknesses:
 - Dual Enrollment (DE) students are part-time.
 - Is DE a deterrent to our enrollment FTE?
 - Take it down further and separate the DE from non-degree and then determine if DE and non-degree continue their education and what institution they choose.
 - The ebb and flow in enrollment follow our peer's enrollment.
 - Part time students are coming from course share.
- *Retention: Katelynn & Nathan:*
 - Target: Increase retention by 1% each year.
 - Skilled trades have better retention. Higher by 30% versus General Education (Gen Ed) students.
 - Is that because of the cohort style to build teams?
 - Due to numbers in the trade or personalities?
 - Consider splitting out the trades and Gen Ed retention percentages.
 - Gen Ed students who transfer are included in retention if they attend a Montana institution. If they transfer to an out of state institution, the information is harder to find.
 - Accounting and Business is low.
 - There has not been a stable instructor in Business until now.
 - Was the retention higher before when Barb Yavhah was at HC?
 - IT retention is low. IT help desk program returning.
 - Most of the students who take A&B or IT are not in either program. What pathways are they choosing as they move on?
 - Most students attend to take general studies. Their General Education certificate counts in retention.
 - How will be new start dates effect the data?
 - Spring starters don't show up in the data. They are captured as pre-program students.
- *Degrees & Certificates Awarded: Bryon & Abby*
 - The target is a 2% increase yearly.
 - The numbers have increased significantly due to a push to award a certificate in trades after the first completed year.
 - The growth in trade certificates will level out.
 - Students were completing an AS degree. Now the trend is to work towards an AAS.

- Noticed the difference in the number of degrees and certificates awarded fall to spring and fall to fall.
 - The difference depends on many factors; Financial Aid, summer break, tough instructor, etc.

Annual Plans

- Mid-Year Check-In

Status	Count of Plans	Percent of Plans
Accepted	20	36%
Submitted	1	2%
Mid-Year Issues	4	7%
Mid-Year Submitted	19	34%
Mid-Year Accepted	12	21%
Total	56	100%

2025-26



Next Meeting: Tuesday, February 17