

INSTITUTIONAL ASSESSMENT COMMITTEE (IAC) MEETING

MEETING MINUTES

4/28/2022

4 pm –Administrative Board Room #135

Members present: Todd DeKay, Sherry Durand, Dara Sanders-Aceves (replacing Jesse Davis), Ron Flury, and Dusty Baker.

Guest(s): Jacob Puckett

Members absent: Laurie Jensen, Robert Moore, Annemarie Oldfield, Rachel Conover, Angie Bersane, Lynne Cary, Devin Stroman, Edna Yokum, Veronica Regalado, and Marcos Regalado. Kyle Torke did not realize meeting was face to face. Problems with him participating via Teams.

AGENDA ITEMS

Procedures

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| I. CALL TO ORDER | DeKay | Action |
| <i>Todd called meeting to order at 4:07 pm.</i> | | |
| <i>Quorum: No quorum</i> | | |
| II. CHANGES TO AGENDA | | |
| a. Would anyone like to add something to the agenda for discussion? | DeKay | Action |
| <i>n/a</i> | | |
| III. APPROVAL OF MINUTES | DeKay | Action |
| <i>Cannot approve minutes. Carried over to next months' agenda.</i> | | |
| IV. OPEN ISSUES | | |
| a. Taskstream Tasks 2020-2021 update | DeKay | Information |
| b. Program Review 20-21, 21-22/Comprehensive PR July 1 | DeKay | Information |
| <i>They visited with IT and Library last week. They are finalizing now. C.A.N. did last piece. Scheduled to meet next week at 2 pm.</i> | | |
| c. NMHEAA Teams for Summer Retreat | DeKay | Information |
| <i>Sending two teams: Administrative Assistants and GPS. Todd will follow up on exactly who is going. In June 22nd and 23rd in Ruidoso.</i> | | |
| V. NEW ISSUES | | |
| a. PLO Mapping/Taskstream/Annual Reporting | DeKay | Action |
| <i>No quorum/no vote. Todd needs help from each of Technical and some Gen Eds. areas regarding mapping etc. Need to do all Associate levels and some certificates. More discussion at next meeting.</i> | | |
| b. Enrollment and Retention Efforts | Devin | Information |
| <i>Todd along with others be working next week on submission of Enrollment and Retention report.</i> | | |
| c. IAC Student Representative Update, Marcos Regalado | M. Regalado | Information |
| <i>n/a</i> | | |
| d. End-of-course survey preliminary results/issues | DeKay | Information |
| <i>Todd: overall no problems/issues. Other than Bb and Canvas going down. It closes Friday or Saturday. Will be open for Administrators in May. After that it will be open for faculty. Responses similar with previous spring. A lot of Bb, IT complaints. Lowest area was "my instructor found multiple ways to explore different ideas". Approx. 3000 students participated.</i> | | |
| e. Grant Project Status Updates (CSI, Perkins, etc.) | Flury, Moore | Information |

Ron: TE is on the last year of their grant. Done in Sept. (Senderos). \$ going toward new STEM trailer and truck. Concept is for multiple people to use. Campus activities, multiple programs, high schools etc. It's been difficult getting money spent before deadline, due to back orders.

Perkins: more slanted toward Health. Some for TE (re-writing grant).

GPS: working on getting people hired.

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| f. Data Governance Update | Puckett | Information |
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Jacob (committee chairperson): Manage data; who, what & where. To basically taking care of universities data in a secure way. One of the things they are working on is FERPA training. Will announce at Fall in-service. Continuing work with HR on exit checklist (utilizing DocuSign). Just added Vanessa Bell and Vicki Thomas as members.

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| g. CCAC News | V. Regalado | Information |
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Co-curricular Activities Committee.

n/a

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| h. Argos Demonstration – Grade Distribution and Interventions | DeKay | Information |
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n/a- not enough in attendance. Will carry over this item to next month's meeting.

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| i. Has everyone had an opportunity to make a comment? | DeKay | Discussion |
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Todd will have future meetings via Teams to allow for better attendance.

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| j. Repeat to Remember, Remember to Repeat Recap! | DeKay | Discussion |
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| k. Who needs to know? Who's going to tell them? | DeKay | Discussion |
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VI. OTHER BUSINESS

VII. ADJOURNMENT

Meeting adjourned at 4:51 pm.

**Next Meeting:
5/26/2022**