

INSTITUTIONAL ASSESSMENT COMMITTEE (IAC) MEETING

MEETING MINUTES

8/26/2021

4 pm via Microsoft Teams

AGENDA ITEMS

Procedures

- | | | | |
|------|---|--------------|-------------|
| I. | CALL TO ORDER | DeKay | Action |
| | <i>Todd called meeting to order at 4:01 PM.</i> | | |
| | <i>IAC members present: Todd DeKay, Devin Stroman, Jesse Davis, Dusty Baker, Kyle Torke, Ron Flury, Robert Moore, Edna Yokum, Laurie Jenson, Angie Bersane, and Sherry Durand.</i> | | |
| | <i>Guest(s): Jacob Puckett</i> | | |
| II. | CHANGES TO AGENDA | | |
| | a. Would anyone like to add something to the agenda for discussion? | DeKay | Action |
| | <i>None</i> | | |
| III. | APPROVAL OF MINUTES | DeKay | Action |
| | <i>Ron motioned to approve minutes from 7/29/21 meeting. Jesse seconded the motion. All in favor.</i> | | |
| | <i>Motion carries.</i> | | |
| IV. | OPEN ISSUES | | |
| | a. HLC 2021 Visit –53 days away | DeKay | Information |
| | <i>Todd shared some information about the people who will be coming to campus.</i> | | |
| | b. Taskstream Tasks 2021-2022 update | DeKay | Information |
| | <i>Todd has not met with Program Directors, but plans to do so soon.</i> | | |
| | c. Program Review 20-21, 21-22 | Amo | Information |
| | <i>Todd and Jacob will be meeting with Dusty to go over data for MA, Automotive and Welding.</i> | | |
| | <i>Edna: still trying to get caught up from delays due to shut down.</i> | | |
| | d. HVAC/OTA accreditation visit (HVAC visit-Sept 21-22, 2021) | Flury/Jensen | Information |
| | <i>Ron: HVAC-received confirmation that the visit is on.</i> | | |
| | e. EOC Survey <u>Fall 2020</u> data analysis (Update) | Puckett | Information |
| | <i>Jacob: Presented a quick analysis/overview.</i> | | |
| | f. Collaboration Work between Academics/Student Affairs | Moore/Torke | Information |
| | <i>Nothing to report.</i> | | |
| | g. New Student Needed for IAC | DeKay | Information |
| | <i>Marcos Regalado who is in the Teacher Education program. He should be able to start attending IAC meetings next month.</i> | | |
| | h. Website Review for HLC Comprehensive Visit (all campus areas) | Amo | Information |
| | <i>Email has not gone out yet. Todd will get with Annemarie and Joe Sedillo to draft emails for their areas.</i> | | |
| V. | NEW ISSUES | | |
| | a. CCAC News | DeKay | Action |
| | <i>We need an interim leader to take this over. Edna made motion that Kyle and Devin will collaborate to work with Co-Curricular members to identify and new chair, and then report back at our next meeting. Kyle seconded the motion. All in favor. Motion carries.</i> | | |
| | b. Team for GenEd Artifact Collection/Review | DeKay | Action |

Motion to set up a meeting for Sept. 1st at 4 pm. Todd, Edna, Kyle and Robert; to review general education processes. All in favor. Motion carries. Edna abstained from voting.

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|----|---|-------|-------------|
| c. | Microsoft Outlook Calendar Meeting | Yokum | Action |
| | <i>Very important to have faculty and staff use Outlook. Most faculty and some staff still have not done so. The issue may be that they are not familiar with how to do this. Edna has a video that she provided on IAC Teams site. She will also send out to AVP's. Edna made motion that AVP's discuss this issue; how to enforce making it required. Dusty seconded motion. All in favor. Motion carries.</i> | | |
| d. | HLC One-page Criterion Overview flyers | DeKay | Information |
| | <i>Related to each criterion. Will see these within the next week or so.</i> | | |
| e. | RealCollege Survey fall 2021 dates | DeKay | Information |
| | <i>Not sure when survey will be going out?</i> | | |
| f. | 2021 Great Colleges to Work For Analysis | DeKay | Information |
| | <i>Concern area: Performance Management</i> | | |
| g. | AGA measures/new targets – 2021 outcomes/2023 targets update | DeKay | Information |
| | <i>Down considerably on our targets as a result of COVID-19.</i> | | |
| h. | Argos Demonstration (Program Review & Video) | DeKay | Information |
| | <i>5 yr. data comparisons using Academic Programs module. A lot of useful data.</i> | | |
| i. | Has everyone had an opportunity to make a comment? | DeKay | Discussion |
| | <i>n/a</i> | | |
| j. | Repeat to Remember, Remember to Repeat Recap! | DeKay | Discussion |
| | | | |
| k. | Who needs to know? Who's going to tell them? | DeKay | Discussion |

VI. OTHER BUSINESS

VII. ADJOURNMENT

Edna made motion to adjourn meeting. Jesse seconded motion. All in favor. Motion carried. Meeting adjourned at 4:54PM.

**Next Meeting:
9/30/2021**