

# INSTITUTIONAL ASSESSMENT COMMITTEE (IAC) MEETING

## MEETING MINUTES

1/28/2021

4 pm via Microsoft Teams

### AGENDA ITEMS

### Procedures

- |  | <u>Procedures</u> |             |
|--|-------------------|-------------|
| I. CALL TO ORDER   | DeKay             | Action      |
| <i>Meeting called to order at 4:00 PM.</i>   |                   |             |
| <i>IAC members present: Todd DeKay, Nika Najafova, Lynne Cary, Robert Moore, Rachel Conover, Edna Yokum, Ron Flury, Laurie Jensen, Devin Stroman, Jesse Davis, Kyle Torke, Kim Childress, Jacob Puckett, &amp; Sherry Durand.</i>  |                   |             |
| <i>Guest: Tony Major</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>Jesse motioned for approval of minutes from 11/12/20. Ron seconded motion. All in favor. Motion carried. Misspelled Najafova.</i>   |                   |             |
| IV. OPEN ISSUES  |                   |             |
| a. HLC 2021 Visit –263 days away- Progress Report (Teams)  | Jensen/Moore      | Information |
| <i>Laurie Jensen: Progress report, Criterion 3 has met numerous times to write the narrative to the criterion. We are only awaiting on one of the sub-criterion questions that addresses potential students work examples used in courses. Jesse Davis brought this to the faculty Senate. Faculty were given an assignment to submit their input and examples during January 2021 Faculty In-Service. Jesse will be compiling the results obtained, soon. Evidence and links are pending in the Assurance argument for Criterion 3.</i> |                   |             |
| b. Taskstream Tasks 2020-2021 update CDL/OTA/Biology   | DeKay             | Information |
| <i>Todd: These 3 are on current schedule that need to be done.</i>   |                   |             |
| c. Program Review 19-20 & 20-21  | Amo/DeKay         | Information |
| <i>Todd: This item pushed to next months meeting.</i>  |                   |             |
| i. What did 19-20 reviewers learn & change? \$\$\$?  |                   |             |
| ii. Who is working with 20-21 reviewers?   |                   |             |
| V. NEW ISSUES  |                   |             |
| a. Student Comments/Thoughts with term/assessments/etc.  | Galindo           | Information |
| <i>Ms. Galindo not in attendance.</i>  |                   |             |
| b. DEI Update  | Yokum             | Information |
| <i>Edna: The Survey has been sent out. Edna encourages everyone to complete it.</i>  |                   |             |
| c. Welcome Jacob Puckett as new IR Analyst   | DeKay             | Information |
| d. You, Me, and 5C (assessment and budgeting training)   | Gomez/Major       | Information |
| <i>Guest Tony Major: Tony has created a report and developed a training on how assessment is tied to the budget.</i>   |                   |             |
| e. Fall 2020 EOC changes/issues/concerns   | Torke/DeKay       | Information |

*Dr. Torke spoke to the results. Separating the technical aspects of courses from the faculty experience yields the main point that our faculty are “pretty terrific”. We ought to pay attention to a handful of the comments in the technical section: ADA compliance, infrastructure concerns, and the generally good demeanor of students who feel they were able to power through any difficulties. Finally, we may want to consider how we administer the evaluations.*

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|----|--|-------------------|-------------|
| f. | HLC Assurance Argument Editor<br><i>Ms. Oldfield not in attendance.</i>  | <i>Amo</i>        | Information |
| g. | Great College Survey Spring 2021<br><i>Todd: Discussion responding to the data. Will be doing another one.</i>   | <i>DeKay</i>      | Information |
| h. | Civic Engagement Assessment/Course Selection Issues<br><i>Todd/Edna: Evaluation was done and results not very useful.. Faculty were not clear on what needed to be done. Also, faculty chosen for assignment submission should have been better briefed. In the future, we need to be more strategic in our selection. Should have chosen political science courses instead of some of the ones we selected. AVP’s and other key people are creating a process to ensure faculty are included.</i> | <i>DeKay/Edna</i> | Information |
| i. | HLC Assessment Academy 2020-2022 plans (posted online)<br><i>Todd:</i>   | <i>DeKay</i>      | Information |
| j. | CCAC News<br><i>Russell: Hold Constitution Day &amp; MLK Jr. Day. Currently making plans for when students return to campus.</i>   | <i>Baker</i>      | Information |
| k. | Strategic Plan Progress Report<br><i>Robert: Completed and submitted.</i>  | <i>Moore</i>      | Information |
| l. | Has everyone had an opportunity to make a comment?<br><i>None.</i>   | <i>DeKay</i>      | Discussion  |
| m. | Repeat to Remember, Remember to Repeat Recap!  | <i>DeKay</i>      | Discussion  |
| n. | Who needs to know? Who’s going to tell them?   | <i>DeKay</i>      | Discussion  |

## VI. OTHER BUSINESS

*None*

## VII. ADJOURNMENT

*Ron made motion to adjourn. Edna seconded motion. All in favor. Motion carried. Meeting adjourned at 5:30 pm.*

*Respectfully submitted by:*

*Sherry Durand  
Administrative Assistant-ASE  
ENMU-R*

**Next Meeting: TBD  
2/25/2021**