

# INSTITUTIONAL ASSESSMENT COMMITTEE (IAC) MEETING

## MEETING MINUTES

3/18/2021

4 pm via Microsoft Teams

### AGENDA ITEMS

### Procedures

- |   | <u>Procedures</u> |               |
|---|-------------------|---------------|
| I. CALL TO ORDER  | DeKay             | Action        |
| <i>Meeting called to order at 4:02 PM.<br/>IAC members present: Todd DeKay, Nika Najafova, Lynne Cary, Rachel Conover, Edna Yokum, Laurie Jensen, Devin Stroman, Jesse Davis, Kyle Torke, Ron Flury, Jacqueline Starr &amp; Sherry Durand.</i>  |                   |               |
| II. CHANGES TO AGENDA   |                   |               |
| a. Would anyone like to add something to the agenda for discussion?   | DeKay             | Action        |
| <i>Jacqueline made motion; Ron seconded the motion. To change item V b. from action to informational. All in favor. Motion carried.</i>   |                   |               |
| III. APPROVAL OF MINUTES  | DeKay             | Action        |
| <i>Edna Motioned for approval of minutes from 2/25/21 with corrections. Ron Seconded motion. All in favor. Motion carried. Removed Jesse Davis and add Ron Flury on IAC members present.</i>  |                   |               |
| IV. OPEN ISSUES   |                   |               |
| a. HLC 2021 Visit –214 days away- Progress Report tomorrow<br>At 9 am in Teams Campus Wide  | Jensen/Moore      | Information   |
| <i>Progress Report 9am tomorrow via Teams.</i>  |                   |               |
| b. Taskstream Tasks 2020-2021 update CDL/OTA/Biology  | DeKay             | Information   |
| <i>Making updates to mapping.</i>   |                   |               |
| c. Program Review 19-20, 20-21, 21-22   | Amo/DeKay         | Information   |
| <i>Edna and her group have turned in Behavioral Sciences. Human Services is still in process.<br/>Ron has been in touch with Michael O’Berry regarding Safety program. The Health Programs are almost done. Todd is working on adding a final element to Health.</i>  |                   |               |
| V. NEW ISSUES   |                   |               |
| a. EOC Data Analysis fields for Fall 2020 results   | Cary              | Action        |
| <i>In process of analyzing data. Collective results. Creating a baseline. Discussion regarding ethnicity etc. Lynne made motion. Laurie seconded motion. To do a review/assessment of EOC surveys from Fall 2020 results as it relates to our instructor’s backgrounds (ethnicity, age, tenure etc). The following were aye’s(in favor): Jesse, Todd, Edna, Lynne, Kyle, Laurie, Rachel, Devin, and Nika. The following nay’s (not in favor): Ron. Motion carried by a majority vote.</i> |                   |               |
| b. Midterm grades, high failure areas, & interventions  | DeKay             | Informational |
| <i>Todd reviewed midterm grades with AVP’s yesterday. Will also be meeting with Math folks. Trying to find some patterns. For ex: online vs face to face; ethnicity etc. If anyone interested, Todd has some reports that are interesting.</i>  |                   |               |
| c. Student Comments/Thoughts about term/assessments/etc.<br>n/a   | Galindo           | Information   |
| d. HVAC/OTA accreditation visit   | Ron/Laurie        | Information   |
| <i>The OTA accreditation team will be on campus 2/7/22.<br/>Finalizing HVAC.</i>  |                   |               |
| e. Budget Priorities and Strategic Planning/Video   | Moore             | Information   |

*Prioritizing spending for next year. Will be related to enrollment. (Regular, 1<sup>st</sup> time freshman, DC.)  
Budget planning video will be posted online soon.*

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|--|-------|-------------|
| f. CCAC News<br>N/A  | Baker | Information |
| g. HLC Conference April 6-9<br><i>All criterion chairs will be attending.</i>  | DeKay | Information |
| h. Surveys--Media, HLC student, Great College, Real College, EOC<br><i>-Media survey- Closes tomorrow. Almost 200 students have completed. Student HLC survey to all degree seeking students will go out April 5<sup>th</sup> via their email.<br/>-Great College survey-at 23% response. Some concern regarding anonymous. Todd does not see "who", he will only receive anonymous data from survey. Also, a number of people did not receive it. Please mention to our people to take it. Contact Todd if they did not receive it.<br/>-Real College survey-to receive results next week.<br/>-EOC survey-2 weeks before finals.</i> | DeKay | Information |
| i. Has everyone had an opportunity to make a comment?<br>n/a   | DeKay | Discussion  |
| 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  
n/a

VII. ADJOURNMENT

*Edna made motion to adjourn. Laurie seconded the motion. All in favor. Motion carried. Meeting adjourned at 4:47 PM.*

*Respectfully submitted by:*

*Sherry Durand  
Recording Secretary  
Administrative Assistant / ASE*

**Next Meeting:  
4/29/2021**