

INSTITUTIONAL ASSESSMENT COMMITTEE (IAC) MEETING

MEETING MINUTES

6/24/2021

4 pm via Microsoft Teams

AGENDA ITEMS

Procedures

- | | <u>Procedures</u> | |
|--|-------------------|-------------|
| I. CALL TO ORDER | DeKay | Action |
| <i>Meeting called to order at 4:03 PM.
IAC members present: Todd DeKay, Annemarie Oldfield, Rachel Conover, Kyle Torke, Ron Flury, Robert Moore, Kim Childress, Edna Yokum, and Sherry Durand.
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 for approval of minutes from 5/27/21. Rachel seconded motion. All in favor. Motion carried.</i> | | |
| IV. OPEN ISSUES | | |
| a. HLC 2021 Visit –116 days away | DeKay | Information |
| <i>Ongoing.</i> | | |
| b. Taskstream Tasks 2020-2021 update | DeKay | Information |
| <i>Connection issues when in Ruidoso for retreat. Also, checking on status of CDL, EMS, HVAC outcomes etc.</i> | | |
| c. Program Review 19-20, 20-21, 21-22 | Amo/DeKay | Information |
| <i>AMO- Mtg scheduled for 9 am 7/13 to identify who has completed and select mentors for process.</i> | | |
| d. HVAC/OTA accreditation visit | Ron/Laurie | Information |
| <i>HVAC-Ongoing. Some communication issues. OTA-ongoing</i> | | |
| e. EOC Survey Fall 2020 data analysis | Edna/Lynne | Information |
| <i>Plans to integrate from Fall 20 with faculty information. Todd asked Edna to send some category information.</i> | | |
| f. Collaboration Work between Academics/Student Affairs | Robert/Kyle | Information |
| <i>Ongoing. Nothing to formally update on.</i> | | |
| V. NEW ISSUES | | |
| a. Fall 2021 General Education Assessment (Quantitative Reasoning? Or Information & Digital Literacy????) | DeKay | Action |
| <i>No Gen. Ed. Committee on campus. Robert motioned; Edna seconded to do: Information and digital literacy committee using old rubrics on Gen Ed. via State website that we can massage, do artifacts etc. Format similar to previous work done aligning ILO's to artifacts. The faculty that teach Gen Ed's can be on committee. Maureen would be natural fit to lead the committee.
All in favor. Motion passed. Todd will make contacts and set up meeting.</i> | | |
| b. NMHEAR February 2022 Teams (send Comm/Comm/HLC Team, +?) | DeKay | Action |
| <i>Those that attended retreat last week will need to present poster session. Annemarie, Sherry, Vicki, Romo, Todd, Rachel, and Ron.</i> | | |

And recommended attendees: Kyle, Edna, Russell....

Robert made motion, Edna seconded motion to have 12 or so (if funding available), with attendees selected in the near future. All in favor. Motion passed.

- c. HLC Student Opinion Survey April 2021 Results (5 Lowest) DeKay Action
*What type of action or plan on how to respond to some of the questions? Decided to bring this to SIAC, Senate committees etc. to begin process of addressing these issues.
Ron motioned, Robert seconded that IAC looked at the issue: “..needs that are not academic” and recommended covid money be used to address this issue. All in favor. Motion passed.*
- d. CCAC News Baker Information
Ongoing. Plans for more activities this fall.
- e. Retreat Report Committees on Committees/HLC Assessment Academy AMO/DeKay Information
*AMO: Committee on Committees: our campus has a number of committees that meet but don’t keep minutes etc. Need more transparency. Created templates for minutes, agendas etc. Spreadsheet with committee information being created. Also, templates etc.to be put in a repository on our website. Will make presentation at in service.
Rachel: Onboarding for faculty and staff. Over 9-month period. Will have different speakers etc. Recommended to make presentation to Core Staff.*
- f. 2023 AGA measures/new targets-July 2021 DeKay Information
(part of legislative finance committee) Creating new targets in July. All 35 measures.
- g. Outlook Scheduling Asst/Calendar Support Rachel/Eric Information
Rachel: Recommending all faculty use Outlook for course schedule, appointments etc. This makes it much easier to schedule meetings with people across campus.
- h. 2020 Fact Book Posted Jake Information
New format. Posted today.
- i. Argos Demonstration (Cohort Completion, Persistence, videos coming) DeKay Information
Todd’s office is working to create series of videos on certain reports in ARGOs.
- j. Summer EOCs-open just one week DeKay Information
Week 6 will open up w/ new questions.
- k. New Student Needed for IAC DeKay Information
We really need to find a student by the fall!!
- l. Has everyone had an opportunity to make a comment? DeKay Discussion
- m. Repeat to Remember, Remember to Repeat Recap! DeKay Discussion
- n. Who needs to know? Who’s going to tell them? DeKay Discussion

VI. OTHER BUSINESS

n/a

VII. ADJOURNMENT

Edna made motion to adjourn. Ron seconded the motion. All in favor. Motion carried. Meeting adjourned at 5:03 PM.

Respectfully submitted by:

*Sherry Durand
Recording Secretary
Administrative Assistant / ASE*

**Next Meeting:
7/29/2021**

DRAFT