

INSTITUTIONAL ASSESSMENT COMMITTEE (IAC) MEETING

MEETING MINUTES

7/29/2021

4 pm via Microsoft Teams

AGENDA ITEMS

Procedures

- | <u>AGENDA ITEMS</u> | <u>Procedures</u> | |
|---|-------------------|-------------|
| I. CALL TO ORDER
<i>Meeting called to order at PM.
IAC members present: Todd DeKay, Devin Stroman, Kyle Torke, Ron Flury, Robert Moore, Edna Yokum, Angie Bersane, and Jesse Davis.</i> | DeKay | Action |
| II. CHANGES TO AGENDA
a. Would anyone like to add something to the agenda for discussion?
<i>Remove Russell Baker for CCAC item.
Todd took a few moments to share a picture and a story. Russell added so much to our campus and had such a positive impact on a large number of students'.</i> | DeKay | Action |
| III. APPROVAL OF MINUTES
<i>Ron motioned for approval of minutes from 6/24/21. Robert seconded motion. All in favor. Motion carried.</i> | DeKay | Action |
| IV. OPEN ISSUES
a. HLC 2021 Visit –82 days away
<i>Please take a quick look at the Assurance Argument document.</i> | DeKay | Information |
| b. Taskstream Tasks 2020-2021 update
<i>Thanks to Edna for adding a module so, they can add their national accreditations.</i> | DeKay | Information |
| c. Program Review 20-21, 21-22
<i>(Edna) Meeting once a week for the last couple of weeks. Finished all the 2019-2020 reviews. All rubrics are completed. Will make final review next week to make sure there are no strong emotions driving our responses. Then the reviews will go out to all the reviewers and their AVP's. The committee will then be all caught up. Three of those reviews were added to the new submission file because they were not sufficient to be reviewed for various reasons. Annemarie will notify the AVP's, faculty and/or service area.
Committee discussed keeping the completed 20-21 reviews for the committee; since the membership is changing this fall. These reviews will be helpful to the committee as they work on the 21-22 reviews that are due in the spring. The changes of committee membership are as follows: Jesse and Edna are removing themselves due to other commitments. Dusty Baker will replace Ron. Nika is no longer with ENMU-R. In addition, the Distance Learning position is ending. In addition, three faculty members are unable to continue serving.</i> | Amo | Information |
| d. HVAC/OTA accreditation visit (HVAC visit-Sept 21-22, 2021)
<i>(Ron) 1st day will look at facilities. Second day will meet with senior administration.
OTA's is in Feb. They have been meeting weekly.</i> | Flury/Jensen | Information |
| e. EOC Survey <u>Fall 2020</u> data analysis (Update)
<i>Started the analysis. Not seeing any differences. Final product should be out in Feb.</i> | Puckett | Information |
| f. Collaboration Work between Academics/Student Affairs
<i>Not any formal update. Ideas were taken under advisement.</i> | Moore/Torke | Information |

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| g. | Fall 2021 GenEd Assessment Information & Digital Literacy
<i>In a good place. Very strong rubric. Thinking about artifacts.</i> | Moore/Torke | Information |
| h. | New Student Needed for IAC
<i>We still need a student! Jesse might have someone interested.</i> | DeKay | Information |

V. NEW ISSUES

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|----|--|-----------|-------------|
| a. | Website Review for HLC Comprehensive Visit (all campus areas)
<i>(Todd) Keep looking and checking all service/program areas. Jesse motioned that an email mandate from Ms. Oldfield's office to all program/service areas to check their program websites; and send a written response back that they have checked their website. Motion died for lack of a second.</i> | DeKay/Amo | Action |
| b. | Faculty In-service Plans
<i>(Jesse) Speaker coming from NMJC. "Generations in the workplace and educational setting". Other speakers include Annemarie who will discuss "committees". Todd regarding HLC. Mandated time for unit meetings starting at 3:30 pm. Looking for door prizes.</i> | Davis | Information |
| c. | Perkins graduate employment data match results for 2018-19 students
<i>Report will be going out. Career Tech mainly. 46% were employed. Down about 20 %.</i> | DeKay | Information |
| d. | Great Colleges to Work For

<i>Received results today. Will get information out in time for in-service.</i> | DeKay | Information |
| e. | SIAC action on low HLC Survey Results (5 Lowest)
<i>(Robert) Information meeting in July. Did not address five lowest areas?</i> | Moore | Information |
| f. | CCAC News
<i>Last week Russell sent reports for last spring.</i> | Baker | Information |
| g. | AGA measures/new targets – 2021 outcomes sent/2023 targets
<i>Posted on LSE website. Improvement: average number of years to graduate. This report has to be done ¼'ly. Each year annual goals have to be set.</i> | DeKay | Information |
| h. | Outlook Calendar for Faculty/Staff update
<i>(Edna) Outlook should be used! Need to encourage all faculty and staff! Annemarie will mention this at faculty in-service. Possibly, have a mini-training?</i> | Yokum | Information |
| i. | Argos Demonstration (Persistence & Video)
<i>Todd gave a quick demonstration on the "Student persistence dashboard".</i> | DeKay | Information |
| j. | Summer EOCs aggregate information
<i>Were out July 27 for review. 66% response rate. Any questions contact Todd.</i> | DeKay | Information |
| k. | Has everyone had an opportunity to make a comment?
<i>None.</i> | DeKay | Discussion |
| l. | Repeat to Remember, Remember to Repeat Recap! | DeKay | Discussion |
| m. | Who needs to know? Who's going to tell them? | DeKay | Discussion |

VI. OTHER BUSINESS

VII. ADJOURNMENT

Edna motioned for meeting to be adjourned. Jesse seconded motion. All in favor. Motion carried. Meeting adjourned at 4:56 PM.

**Next Meeting:
8/26/2021**

DRAFT