

Institutional Assessment Committee

February 21, 2019, 10:00 – 11:30am

Board Room, Building 1, The Dalles Campus

Present: Gail Gilliland, Kristen Kane (phone), Susan Lewis, Mary Martin, John Schoppert, Dan Spatz

Call to Order: 9:40 am

1. Susan welcomes members
2. Determine and organize assessment materials and presentations for the March 22 Institutional Planning Summit (IPS).
 - The goal for the March 22 IPS is to create 4-5 institutional goals based on Core Themes results which will guide mission fulfillment and guide us into a new strategic master plan when the current one is finished, June 30, 2019. Guided pathways is not a goal, but rather a framework. We do not need to address every need of the college at this time. Rather we should develop 4-5 institutional goals to be achieved in 3-5 years. (NWCCU Mid-Cycle Report states that our Core Themes need to drive the Mission Fulfillment) This will be a binding resolution that will guide the direction of the college through shared governance.
 - Guests
 - Board of Education
 - Student government
 - Instructional Council
 - Presidents Council
 - Leadership Council
 - Institutional Assessment Committee
 - Possibly faculty/adjunct faculty. This is a Lori and IC conversation
 - Logistics
 - Tables should not be clumped; this may require a seating chart by name.
 - There should be an IAC member at each table to facilitate discussion. There will be about 35 attending; 5 tables of 8 each.
 - John will not be able to attend.
 - Handouts; Susan will e-mail handouts to guests March 14th
 - CCESE/SENSE
 - Core Themes
 - Department Review Summary
 - NWCCU Responses
 - Morning session: Assessment Reports (3 hours)
 - **Enrollment presentation.** Eric gave an enrollment presentation to the CGCC Board of Ed. It would be a good presentation for the morning session report. It will need to be shortened to 15 minutes. It will be advantageous for the presentation to include the breakdown of new student enrollment and returning student enrollment as compared

with trending unemployment statistics for the same years. These numbers can be obtained from Justin.

- Retention is measured from fall to winter to spring and also fall to fall.

IAC is in agreement that we should have a 15-minute enrollment information presentation for the morning session.

- **Core Themes Data alerts;** Susan will provide alerts regarding to errors in documents.
 - GED numbers
 - Hispanic growth enrollment documentation. This should be reported as an absolute number, not a percentage growth number.
- **Core Themes** one hour.
 - Core Themes need to be presented as relevant for mission fulfillment and accreditation
- **President welcoming statement.** If president speaks will she lead the direction. The new skills center will influence our direction.
- **Strategic Master Plan (SMP) brief by Susan.** The current SMP ends June 30th 2019.
 - Available in binder/pre-packet.
- **CCESSE/SENSE** Eric will probably present. Specifics need to be highlighted in the presentation
- **NWCCU responses** and links to the self-evaluations. Brief discussion ensued regarding where the appropriate place to post the NWCCU response. It is a confidential report and should only be view by faculty and staff. Susan will take this question to the president and wait to send it to, as requested.

Action Item: Susan will initiate discussion with Dr. Cronin regarding the appropriate place to post NWCCU responses

- **Department Review summary** no presentation, summary provided in information packets
- **MCEDD (Mid-Columbia Economic Development District) Document**
 - Many conversations are taking place with community partners about what is expected of the college. When do you bring community members into your strategic plan? We do not. Strategic Plan is not a place for community partners. College board members are the liaison. The MCEDD document is a compilation of these expectations. Dan will send a copy of the MCEDD document to Susan to be included in the IPS documents or morning presentation

IAC is in agreement that we can include small documents from the community partners regarding the college.

Action Item: Dan will send Susan a copy of the MCEDD document

- Afternoon: Goal Setting (2.5 hours)
 - Mary arrives 10:15
 - Sections
 - Intro about CT, Mission, Accreditation
 - Table Brainstorming; each table will come up with 4-5 goals
 - Share goals and group conversation
 - Dot exercise
 - Make a decision

3. Review Core Theme C and discuss how we might improve assessment strategies and measures

- Dan would like to make the measures on Core Theme C more relevant. The Business and Industry Survey goes out this spring.
- Dan handed out proposed assessment and measures. Brief discussion ensued:
 - Which requests were we able to fulfill?
 - Request was assessed.
 - How do we get requests? From site visits and survey. Is there a process? Yes, accumulate and identify community priorities.
 - Sites visits need to continue.
 - How do you separate education from partnerships?
 - John leaves 11:00am
 - What does this Core Theme C mean?
 - What does partnership mean; do they cover the area outside the educational goals.
 - Responding to community expectations of the college.
 - Programing is education and responding to community expectations is in all Core Themes.
 - When a graduate student is created do they fit well into the job communities. Are we a good neighbor?
 - Measures under objective C2 could be added this year.
 - Any extensive changes need to be done after 2020.

4. Adjourn 11:00am

Next meeting: March 13, 2019