

Institutional Assessment Committee

Wednesday, June 19, 2019, 10:00 am – 11:30 pm

Board Room, Building 1, The Dalles Campus

Present: Gail Gilliland, Kristen Kane, Susan Lewis, Mary Martin, Dan Spatz, Lori Ufford.

Call to Order: 10:08 am

1. Susan welcomes members
2. May 8, 2019 minutes approved as written.
3. IAC Membership
 - a. Goal: Provide membership update
 - IAC agrees with the following suggestions Susan provided for 2019-20 IAC membership:
 - Possible new members would include, but not limited to, Mike Malory, Katy Jablonski and the new Student Services VP
 - Susan will possibly send out a blanket e-mail to faculty and staff to see who would be interested in joining the IAC. The e-mail will ask interested participants to state any previous assessment experience.
 - Action item: Susan will send membership e-mail to faculty and staff.
4. Core Theme C assessment
 - a. Identify potential measurements for Core Theme C, objective 2
 - Suggestions for measures
 - Measurement for contract work that ABS is doing around WorkSource and Title funding
 - IAC agrees on the following new measures to be included in the 2019-20 Core Theme C:
 - C.2.1 – Community awareness of CGCC
 - Ranges: Very to not aware
 - Percentage: Use the same percentage that is consistent throughout Core Theme C
 - C.2.2 – Community perception of CGCC
 - ranges and percentage same as C.2.1
 - b. The IAC agrees to keep C.1 as is.
 - c. Identify assessment methods for Core Theme C measurements, objectives 1 & 2
 - Dan provides extensive explanation of his new “CGCC Survey: Business, Industry and Community Survey”. The survey will use Qualtrics because it utilizes the skip logic feature.
 - The IAC recommends the following changes to the survey:

- Beginning, page 1 “I am a business owner or manager” or “I am a college constituent”
 - If the answer is yes to both categories, the survey may be retaken
- Section 1, question (Q) 12, pg 1 “How many of your employees were hired directly upon graduation from a CGCC program?”
 - Change options to “yes/no” or add “don’t know”
- Section 2, Q1, pg 5: change to “If you have attended CGCC, how many credits did you earn towards your degree or certificate?” include GED option.
- 2, Q 2, pg 5: change to “How useful was your degree or certificate?”
- 2, Q 4, pg 5: change to “At what age did you first enroll in CGCC for credit courses?”
- 2, Q7, pg 6: Did you receive a scholarship from CGCC?
 - Option list scholarship
- 2, Q8, pg 6: Substitute **academic advising** for academic counseling
- 2, Q9, pg 6: Remove “How did you enroll at CGCC?”
- 2, Q26, pg 9: “Are you considering attending CGCC courses?”
 - Option button for “no” and “why”
 - No child care
 - Can’t afford
 - Don’t have housing
- Remove all housing, child care, demographics and any questions not directly related to answering Core Theme C questions. Provide an additional question at the end of the survey that would direct participants to a new survey which would include the removed questions.
 - “Would you like to participate in a related survey, then follow this link. “or “Would you be willing to answer some questions regarding CGCC housing? “extensive discussion over including housing questions in this survey
 - Suggestions for housing questions:
 - ✓ What are you paying now for housing?
 - ✓ Why are you interested in housing?
- Pg 10, 11: Keep Community Education, Adult Basic Education, and GED questions.
 - “If you have attended community education, how would you rate your education”
 - Likert scale
 - “Did you know that CGCC offers Adult Basic Education classes?”
 - Likert scale
- 2.Q35, pg 11: Remove Education program question
- Throughout survey add yes answer, no answer scale moves to why/why not

- Dan will circulate a redraft of the survey with changes. He would like to get the survey launched this month to run through Sept.

- Distribution sources: e-mail students, high school instructors, and key communicator list, radio, newspaper, link posted on CGCC website,

➤ Action Item: Susan will add the new measure to Core Theme C

➤ Action Item: Dan will circulate a redraft of the survey with changes to the IAC prior to launching the survey.

5. Core Theme Committees: Committees need to start making plans for increasing team members and gathering data over summer.

- a. Core Theme A

- Suggested to have Mike Johnson be lead and committee to include, but not limited to, Dawn Sallee-Justesen, Jennifer Christensen, and new Student Services VP.

- b. Core Theme B

- Kristen will lead; committee to include Mary Martin and Mike Taphouse

- c. Core Theme C

- Dan will lead.
- Suggested narrative reduction.

6. Adjourn 11:26am

Next meeting: July 17 2019