

INSTITUTIONAL DEVELOPMENT, EFFECTIVENESS, AND ACCREDITATION

July 22, 2025, in DON131

Minutes

Helena College Mission: Helena College Supports our diverse community by providing the paths and tools necessary to assist learners in achieving their educational and career goals.

IDEA Council Mission: The Institutional Development, Effectiveness, and Accreditation Council is a representative body whose mission is to advance the strategic direction of Helena College through assessment and planning. The committee also has oversight for activities related to maintaining institutional compliance with regional accreditation policies and standards.

Attendees

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| • Jessie Pate (Chair) , Director of Institutional Research & Effectiveness | • Phillip Sawatzki , Biological Life Sciences Instructor |
| • Marika Adamek , Assistant Registrar | • Bryon Steinwand , IT & Programming Instructor, Assessment Database Developer |
| • Katelynn Eberhardt , Director of Student Wellbeing and Engagement | • Cody Torres , Welding Instructor |
| • Abby Rausch , Director of Marketing, Communications, and Alumni Relations | • Paige Payne (Recorder) , Executive Assistant |

Priorities for AY2526

1. Carry out the institutional assessment plan.
2. Coordinate the collection of data in support of strategic goal IM-1 (community engagement).
3. Recommend leading indicators and real-time metrics aligned with each KPI under the new metrics tree model.
4. Prepare two ad hoc reports and coordinate one virtual visit in response to NWCCU recommendations.

Pre-Reads/Supplemental Materials

- IDEA Council Minutes
- [Degrees & Certificates Awarded 5-Year History](#) (login with UM NetID)
- IDEA KPI-2 Individual Dashboard Review Questions

Agenda

Approve Minutes

- Marika Adamek approved the July 8, 2025, minutes, and Abby Rausch seconded the motion. The minutes were approved unanimously.

Reminder to review assigned annual plans by Friday, July 25

- [Review form \(contains link to plans\)](#)
- See AY2425 Annual Work Plan List in files for assignments

IAP: KPI-2 Degrees & Certificates Awarded

- Dashboard Discussion:
 - Trends:
 - HC Numbers
 - Increase in the number of HC General Education certificates after the certificate was added in 2022-23.
 - Growth in business certificates.
 - Nursing credentials dropped.
 - Two Certificates of Technical Studies in IT&P are in moratorium.
 - Service Now Administration Studies certificates are missing.
 - Peer comparison
 - There is a large gap between what our peers are doing and HC numbers. Why?
 - Other schools are awarding a lot of less-than-one-year certificates.
 - Micro credentials are popular across the nation.
 - Similarities: The number of associate degrees has decreased, and the number of certificates is increasing.
 - Takeaways
 - Add micro credential certificates.
 - Hard to add quickly due to the higher educational process. It can take up to 2 years to add a program, and a quicker process is not in place.
 - Encourage HCs Dual Enrollment students to transfer to HC.
 - Exceeding the set target. Is 3% target still appropriate?
 - HC is offering more certificates.
 - Since business went online, there has been an increase in certificates.
 - Added Cosmetology program.
 - OTA will impact the rate in two or three years.
 - Keep 3% target, as growth may be leveling off
 - Difficult to interpret completions by student characteristics.
 - Add comparison to overall student population
 - 150% graduation rates will provide more context
 - Questions about data:
 - Online vs in-person completions? It is difficult to determine the completion rate comparison for students who attend in person versus online.
 - What about Dual Enrollment students who transfer to HC?
 - Are the TRIO completing more because of support, or are there more TRIO students?

Next Meeting

- August 8, 2025
- IAP: AY25 Annual Plan Review