

# INSTITUTIONAL DEVELOPMENT, EFFECTIVENESS, AND ACCREDITATION

MEETING ON APRIL 28, 2026, AT 1:00 P.M., DON 132

## MINUTES

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**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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| <ul style="list-style-type: none"><li>• <b>Jessie Pate (Chair)</b>, Director of Institutional Research &amp; Effectiveness</li><li>• <b>Marika Adamek</b>, Assistant Registrar</li><li>• <b>Katelynn Eberhardt</b>, Director of Student Wellbeing and Engagement</li><li>• <b>Nathan Munn</b>, Social Sciences Instructor</li></ul> | <ul style="list-style-type: none"><li>• <b>Abby Rausch</b>, Director of Marketing, Communications, and Alumni Relations</li><li>• <b>Bryon Steinwand</b>, IT &amp; Programming Instructor, Assessment Database Developer</li><li>• <b>Cody Torres</b>, Welding Instructor</li><li>• <b>Paige Payne (Recorder)</b>, Executive Assistant</li></ul> |
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### Priorities for AY2526

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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 20260414

### Agenda

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**Approve Minutes:** IDEA Council Minutes 202603414

- Nathan Munn moved to approve the minutes. Marika Adamek seconded the motion. Approved.

**Recap NWCCU Ad Hoc Virtual Visit**

- Move from planning to execution.
  - Good conversations with the evaluators with varied opinions and input.
    - Positive comments from the evaluators. Helena College is committed to the work.
    - Need to move from planning to execution.
    - The next report is a mid-cycle report and visit in February 2027 and it needs to show evidence HC uses the data to make decisions.
  - The mid-cycle report will be based on the old standards.

- The new standards will be finalized by July 2026 and a vote by the institutions in August/September. It will get phased into place.
- Cabinet Institutional Assessment Planning Day Summary
  - Met on April 20 for a half day. Identified strengths, opportunities, concerns, and threats.
  - Identified 5 institutional priorities over the next year.
  - Next steps, meet periodically to keep the priorities fresh.
  - Find leading indicators to stay current.

### Summer Meetings

- Annual plans
  - Review AY2526 annual plans
  - Updates for AY2627
  - Strategize how to use data to make informed decisions
  - AI Review
- Frequency/time:
  - Meet monthly on the 2<sup>nd</sup> Tuesday at 1 p.m. May, June, July, August.

### AY 2627 Membership

- Proposed change to bylaws: Minimum “3 years with option to extend year to year” language to current by-laws”.
  - *Changes in membership will be staggered when possible.*
  - *Renewal by invitation and extensions to be considered.*
    - Originally, the term was for 2-years, then decided a three-year term was a better option because of the complicated issues.
  - Nathan moved to approve the changes as discussed. Bryon Steinwand seconded the motion. Approved.
- Membership:
  - Marika will stay on through the summer and find a replacement outside of enrollment services.
  - Katelynn will stay for a year.
  - Abby will leave due to website and signage project demands.
    - Recruit a replacement from Cabinet.
  - Cody is staying one more year.
  - Bryon will stay as database manager.
  - Nathan Munn starts his second year.

Next Meeting: May 12 at 1 p.m.