STRATEGIC PLANNING AND ASSESSMENT
Minutes
Dean Bingham’s Office – 4/28/2015

In attendance:
☒ Daniel Bingham
☒ Jeff Block
☒ Michael Brown
☒ Russ Fillner
☒ Tia Kelley
☒ Mary Lannert
☒ Valerie Martinez
☒ Barb McAlmond excused
☒ Denise Runge
☒ Sandy Sacry
☒ Elizabeth Stearns-Sims

Recorder: Summer Marston

Old Business

• **Denise will gather some economic impact info for Mission Review PowerPoint.**
  Done. Leadership will need to attend during the BOR presentation to answer additional questions if needed. Have a 3D model done by CAD students.

• **Mike will check to see if employee comments can be sent via email for the survey.**
  Yes. Mike followed up with NL, they were matched up. NL compiling results, will have results May 8.

• **Mike and Denise will create Year 7 NWCCU timeline and bring them back to SPA at the next meeting.**
  Mike’s handout showed rough timeline. No fixed page limit in document. NWCCU lists recommended exhibits, mostly in first two standards, how we are integrating in and showing improvement. Don’t really need to redo Standards 1-2, more of a summary. Main focus will be Standards 3, 4, and 5 – planning, core theme data, and gen ed outcomes assessment. Need to document changes and improvements. ASCR has been citing evaluations/assessments, etc, for program changes, deletion of programs, etc., showing changes were made based on program advisory meetings, student evaluations, etc. Discussed employment rate, satisfaction of employers, and student satisfaction. Student satisfaction data available for several years back with CCSSE and SENSE. Employer satisfaction more difficult to capture. Mike and Val working on a survey tool for trades programs, plan to formalize and put into Qualtrics. Faculty need to understand importance. Program advisory council policy requires survey, agenda for meetings, etc. Discussed using existing graduation survey. Data for students who know where they were going to be employed was captured. Discussed a possible training opportunity for other programs for consistency. Placement data is difficult to capture. Mike plans to try pulling some info for Department of Labor to try and get that going again. Will have to address responses to outstanding recommendations from Y3 report, also.

  Academic dean is NWCCU liaison, will chair Accreditation Committee meetings, SPA likely base steering committee. Used CC before SPA was in place. Smaller group, so may need to call a few people in. Denise and Mike splitting out standards – Mike taking lead on 1-3, Denise 4-5. Will circulate to SPA, CC, and other areas for editing to ensure a unified campus voice.
Academic leadership assessing learning outcomes during contract days, discuss what will be coming forward, then bring to institution in the fall. SPA will continue meeting in the summer. Mike will rough out Standard 3 for SPA to review, ensuring we are capturing data we said we would.

Year 3 evaluation changed significantly since HC Year 3. Now a checklist to view progress, Plan to use to guide some of our process. Mike will put on the agenda for SPA to review over the summer as needed. Will have to work out logistics because Year 7 is a true on campus site visit.

- **Mike will run some figures on performance-based funding model, bring info back to SPA.**
  Unsure what the final model will look like. Mike has some info, unsure if want to share now. Supposed to have final draft May 1. Mike has developed some future scenarios, far ends of the spectrum – much growth or significant decline. Also trend analysis and incremental view. **Mike will wait for final draft May 1, then model out.**

- **Russ will bring budget numbers to leadership to discuss what can be bought down (Starfish, EMS, etc).**
  In the process. Budget committee has forwarded info for Leadership, Russ will list items from budget committee and some other leadership items, get put together this week, set up meetings.

**Info item – National Student Clearinghouse**
Discussed National Student Clearinghouse (data warehouse at national level) getting some good long-term data. Useful. Looks at more students than federal (all students, not just full-time) looks within 6-year timeframe. Completion rate approaching 50%. Benchmark info shows national averages. HC almost 10% higher in all except part time which is almost identical. Opportunity for growth in transfer rate. Discussed technical vs. nontechnical student variations – technical driving completion, gen ed driving transfer. Discussed possibility of articulation for trades advanced degree, or put more course material online to help move them towards an online. Huge paradigm shift. Still online classes still difficult for many students. Some courses could totally be online. Must do everything possible to help the student transition. Ensure prepping them, doing things in F2F that would help them become better online learners. Designing courses so the first two modules will teach the student how to use Moodle. Students having improved success in those redesigned courses.

Discussed this as an example of using data and documenting that it is being used to help make changes. Mike will forward Clearinghouse info to RRC Completion Subcommittee. By posting in Moodle, can show how accessed, how many times, etc.

**Deliverables**
- Mike will wait for final performance funding draft May 1, then model out.
- Russ will list items from budget committee and some other Leadership items, get put together this week, set up meetings with Leadership.