Michigan Community College Data and Evaluation Committee

June 20, 2013

Minutes

Attendees: Laura Percival (Kirtland), Liz Orbits (WCC), Michael Wood (Delta,) Pam Harper (Lake Michigan), Steve Cannell (KVCC), Nick Baker (Kirtland), Ken Trzaska (Gogebic) Darby Hiller (Northwestern Michigan), Lori Gonko (Henry Ford)

Guests: Tammy Russell (Glen Oaks), Jill Kroll (OCTE)

Ex-Officio: Rhonda Burke (CCS), Eric Hearld (CCS), Cliff Akujobi (CCS), Gail Ives (MCCA)

Meeting called to order at 9:35 a.m. by Ken Trzaska. Ken asked if there any changes that needed to be made to the agenda. No changes were suggested. Mike Wood moved to approve agenda. Nick Baker seconded. Passed.

Ken told the group that there are some vacancies on the committee and asked for any ideas for new committee members. Nick Baker said Michelle Stando is going to check with Schoolcraft to find some possible candidates. Ken will take new names and forward them to the state, which will make the actual appointments. It was also mentioned that if anyone wanted to resign from the committee, they needed to submit a formal resignation/withdrawal to the State, attention Rhonda.

The minutes from the 3/22/13 meeting were reviewed. Steve Cannell moved to approve minutes. Darby Hiller seconded. Passed.

<u>Discuss & Set 2013-14 MCCDEC Meeting Schedule</u>
Liz Orbits suggested that the group consider holding one virtual meeting. Virtual meeting had support. Steve Cannell supported the virtual idea. It was suggested that the next January MCCDEC meeting be virtual. The group will schedule 4 meetings and decide at a later date if more or less meetings are necessary throughout the year and if virtual is a possibility. It was also brought up if money could be set aside for work outside of the meetings. The dates for next year's meetings were as follows:

- September 27th 2013
- January 24th 2014
- March 28th 2014
- June 19th 2014

Michael Wood motioned to approve the dates. Nick Baker seconded. Passed.

By-Law Updates

There were many updates to the By-laws. Changes included: the rewording of the Mission Statement to make it more up to date, clarifying the objectives of the committee, determining number of meetings per year, membership makeup, and term limits. The hiring of a secretary to take minutes was discussed but not resolved. Since a future meeting could be virtual, Darby Hiller brought up the fact that the group could vote virtual as well. Rhonda Burke will update the by-laws and send out to entire committee for review.

Jim Ross recommended that the group re-look at the areas of representation on the committee. He recommended inviting some representatives as guests (e.g. Business), however, excluding any group form full participation wouldn't go along with the mission of the group. It was decided to leave the area representations and try to find people to fill those positions.

MCCCARE

Nick Baker gave everyone an update from the MCCCARE meeting and some new information on P-20. Nick gave all of the meeting members the agenda to the MCCCARE meeting. He reported that Mike Hansen gave an update on legislation. Discussion centered on Tax Intercept legislation that would take any funds owed to the college by a student from that student's tax refund and send the money to the college. State wide articulation between high school and community colleges was talked about briefly. Two legislators have introduced bills to include Nursing in the bachelor's degree authorization. MCCA supports this, but it is not a high priority. Chris Baldwin summarized the activities of the center for Student Success. Jill Kroll said Community Colleges have developed an agreement for all colleges that meet with post-secondary institutions. She discussed that money was approved for the state wide articulation.

New report on the MiSchoolData.org from CEPI - Student transfer from two year to four year is coming soon. MCCCARE stated that records from 4 year schools will be set for this to happen this summer.

HLC was talked about by Darby Hiller. She said they were revising the peak and AQIP pathways. AQIP is holding listing sessions and also taking feedback and recommendations. AQIP is here to stay. System portfolio, strategy form, not helpful and not useful. Peak reviewers had a different mindset compared to HLC. There is more to come from AQIP in the near future. Peak pathway usually has a suggested time frame of 7, to 8 years to decide path for AQIP. The suggested year is 8.

P20 STARR due 6/21/2013. Even if some schools missed the deadline to submit they will have the option to submit, or resubmit until July 2nd.

HLC has a new document, and a new accreditation for online programs.

2P1

Darby Hiller had questions concerning the variance of 2P1. During the discussion it was stated that since each school records their information differently, each school should share their best practices, and how they record them. Some schools are still doing survey research so they only

include respondents which would make their numerator smaller and would give them larger results than those using StudentTracker.

CCS update

Cliff Akujobi indicated that the Perkins application forms would be reviewed and shorten. Streamlining of forms and elimination of redundancy in applications and reporting is being addressed.

Evaluation Schedule

Rhonda Burke discussed the evaluation schedule. Many of them weren't updated. It was noted that evaluations must be done within a 5-year cycle and if not completed, colleges could be found in noncompliance. Rhonda stressed the importance of having these updated each year when the program inventory is updated. Part 2 of the Annual Application assures that these will be completed. This is due November 1.

Program Inventory

Rhonda asked MCCDEC if there was a way to include job training programs on the program inventory. It was brought up that maybe they could code it on inventory to accommodate. Gail Ives and Steve Cannell agreed to work with Rhonda how to accomplish this. Many of the job training programs are clock hour programs and not credit hour. The Program Inventory includes credit programs only.

IPEDS

The new document has 2013-2014 graduation rates moved to the winter reporting cycle from the spring reporting cycle. For 2014-2015 they will have a new separate Admissions and Library survey components. There will be changes in the Student Financial Aid survey. There is also a new outcome component with 4 cohorts to track for Enrollments and Awards. One component will collect information on library online research availability, textbooks and textbook fees information for students.

Data Workshop Agenda

The MCCDEC committee worked on the new changes for the Workshop Agenda. Liz Orbits is going to talk with Sheree to see what special populations to come up with a topic for their breakout session. Rhonda will be creating the new agenda and getting it finalized.

MCCDEC Budget

Reviewed the budget. No changes were needed.

Adjourn

Nick Baker motioned to adjourn at 2:00 p.m. Michael Wood seconded. Passed.

Meeting adjourned at 2:05 p.m.