MCCDEC

Michigan Community College Data and Evaluation Committee

MINUTES
Friday, March 22, 2013
LCC West Campus
5708 Cornerstone Drive
Lansing, 48917

In attendance: Bob Marsh (NCMC), Johnesa Hodge (WCCC), Ginger Gulick (MMCC), Jim Ross (MCCC), Bev Andrews (Glen Oaks), Doris Lewis (Kellogg), Steve Cannell (KVCC), Nick Baker (Kirtland), Kristen Buttigieg (Jackson), Ken Trzaska (Glen Oaks)

Guests: Lori Gonko (HFCC), Mitchell VanderKam (NMC), Eileen Brennan (OCC), Jill Kroll (CTE)

Ex-officio: Rhonda Burke (CCS), Eric Hearld (CCS), Gail Ives (MCCA)

Meeting called to order at 9:30 AM by Ken Trzaska. Ken announced a few changes to today's agenda, including a discussion of the upcoming (this summer) data workshop.

Ken told the group that there are some vacancies on the committee and asked for any ideas for new people. Ken will take new names and forward them to the State, which will make the actual appointments. Also, if anyone is interested in stepping off the committee, submit a formal resignation/withdrawal to the State, attention Rhonda.

The minutes from the January 25th meeting were reviewed. Steve Cannell moved to approve the minutes; Ginger Gulick seconded. Passed.

<u>PROE Update/Discussion</u>
Ken said he working on a proposal to update the PROE that he can bring to the CCSU for review. He and his faculty have looked at what type of data they want in program review. The idea is to standardize and make it more uniform across the state. Ken will send out a draft to all members within the next month or so—a one page summary for comments—and there will be a session at the data workshop to have a fuller discussion.

Along the lines of a standardized program review, Gail Ives is trying to find common data sources that all colleges can access, in order to reduce the duplicative work

being done at each college. She would like to see what common data sources are available and useful to all colleges, as it could help with everyone's efficiency.

The discussion turned to Perkins funding and Jill Kroll mentioned that it is her office's understanding that Michigan will have a cut in its Perkins fuding for either this year and/or next year. They do know that US DOE is going to re-run the formula for Perkins but they are not sure of the potential effect of that. No one knows exactly what will happen and nothing will really be known until July 1 or later.

MCCCARE Update/Discussion

Nick Baker gave an update of the MCCCARE from yesterday's meeting at MCCA. Among the items reported:

- Mike Hansen gave an update on legislative and MCCA doings. MCCA is coordinating a marketing/branding effort for all Michigan community colleges and has distributed a survey to all colleges. Survey closed today. Most colleges have responded. They have retained a Wisconsin/Chicago-based firm, to conduct the PR campaign.
    - Mike reported that the legislature has preliminarily proposed a 2% increase for community colleges, although nothing has been approved. He said that CCs have been treated relatively well by this administration, as compared to universities. There currently is no cap on CC tuition in the bill; universities are capped at 3%. The bill includes $1 million for online course development and collaboration.
    - Two legislators have introduced bills to include nursing in the bachelor's degree authorization. MCCA supports this, but it is not a high priority.
    - MCCA is supporting AACC's recommendation that a 1:1 ratio for out of classroom-to-in classroom time be used for calculating total adjunct hours as required by the Affordable Care Act. This will determine if the employee is eligible for health care from the college(s). The IRS has yet to make a ruling on the ratio of time.
- Chris Baldwin summarized the activities of the Center for Student Success
    - The initial grant to fund the center is close to an end. The MCCA and colleges are in discussion about funding its continuation.
    - A "Credit When it's Due" grant conference will be at Macomb CC on April 26. Colleges are encouraged to send a small team to the meeting.
    - Support for veterans is heating up politically as an important topic for all colleges to address. There may be some vet-related data elements added to the STARR database. There will be a vet consortium meeting at LCC West on April 5. All colleges' veteran contact people will be contacted.

    - The Applied Research Symposium will be held during late May or early June in Ann Arbor, either at U of M or Washtenaw CC. The date is uncertain and may be later in June.
- Tammy Russell of Glen Oaks CC was nominated as secretary; Nick Baker was nominated as chair of MCCCARE for the upcoming year. Election will take place at the June meeting.

At this point, Jill mentioned the "Smarter Balance," an initiative for which the US DOE has allocated funds for states to collaborate on common assessments. Michigan has joined as a lead state and will eventually switch from the Michigan Merit to Smarter Balance. Initially it is focusing on just reading and math. It will be aligned with the Common Core standards.

P-20 STARR Update

Nick reminded the group that submissions of UICs for batch processing with resolution will be April through June 14. The STARR upload will be turned on 5/20-6/21. CEPI will be hosting a STARR webinar on 4/17-18, but the exact date is not certain, so hold both days. People should send any questions about STARR to Gail, Nick or Chris Baldwin so they can be incorporated into the webinar. More info to come.

Nick reported on the US DOE site visit to Michigan in January. The feds were very impressed that we're ahead of other states, given that we're a collection of autonomous systems. Then gave recommendations for future work. The highest priority was to make our system P-workforce, rather than just P20. Nick talked about the feds report.
Some discussion ensued about STARR and how to reconcile non-degree seeking student counts.

Nick handed out a 5 year summary of aggregated Governor's dashboard reports. Most benchmarks are improving, although some are due to better and more complete transfer data. Developmental education numbers are based on locally defined benchmarks and cut scores DE course definitions

State Updates: Perkins, MCCNET

No MCCNET updates to be reported. The ACS data book has been uploaded and is available online; hard copies have been distributed to all occupational deans. Tables have been uploaded also and are available in pdf and Excel formats.

Placing Occupational Programs on notice: Rubric and Process Discussion

Kirsten Buttigieg opened the discussion by stating that, by faculty contract, Jackson CC has to review programs annually and, as a result, puts some programs on a watch list for cancellation. However, there is typically no real follow up or enforcement. They are trying to use same program review guidelines across all programs. She asked how do other colleges do this.

Eileen—Oakland has a program assessment process in place. The curriculum review committee looks at it. Declining enrollment is a big factor, as are program and course enrollments. Also included are grad numbers and employer/advisory board feedback.
Ken said that discussions with faculty about the viability of their programs in a year or so are difficult. How do you present this to faculty? Enrollment, completion, jobs in the field—how to gauge them.
Phasing out a program can take 2-4 years. Ken plans for a year in advance. Fall and winter schedule 13-14 is now out.

Jackson tried to standardize on some metrics. Some programs always show up on the watch list, but are never going to be cut. One metric—full time faculty:number of grads, gets everyone's attention. Also, compare enrollment to FT faculty.
Ken tries to get his faculty passionate about and own the program and to work with all constituents. Have faculty buy in completely to the program. Want to have the best possible program.

One question the group discussed is what is the bottom line enrollment number we can accept for a program to run?? No clear answer.
There should be an awareness that a program is in trouble. It's important to have good relations with faculty so that it can be discussed. There shouldn't have any sudden surprises. It's important to keep the faculty and to communicate constantly and to get data to the faculty and deans in advance. Ken has a one-sheet summary that is provided annually to each program. He will share the form with the group.

At Jackson, three weeks into fall semester, faculty and chairs get a data packet with everything they need to make some decisions and plans.

It was suggested that NMC present its program review more formally at a future meeting, possibly at the data workshop.

<u>Developing a future strategy for deriving ACS data from CEPI STARR data set, etc.</u>
Gail began this discussion by stating that we have a STARR dataset in MIchigan, and it's not going away, so there's a strong interest in leveraging what's going into STARR that can partially or fully meet accountability reporting for the colleges. We shouldn't have to do any additional work. She is currently looking at the report taxonomy to see what is derivable from STARR data.

CEPI is using the mischooldata.org site for all data, secondary and post secondary. It was suggested that we all look at the site and explore it and get familiar with it. P20 will have student level high school data, information from our own college and from all other MI colleges. This will tell us classes, grades, degrees, eventually workforce data.

<u>DATA WORKSHOP discussion</u>

Ken led this discussion. Last year's workshop was completely centered on data. The question was asked, should we have less focus on data to attract a broader group? What should be our focus? Anything new?

Sessions dealing with broader areas were suggested:

- A session for people new to IR positions. Perhaps these people can be polled as to what they would like to know, to better focus the session.
- Is there a way to facilitate the "data informed" process and culture.
    - How to inculcate this in a college's environment.
- How to use/present data for decision-making.
    - "Effectively Communicating Data" (Eileen).
    - "Data for non-data people"
    - How to ask the right questions.
    - How to build a culture of evidence.
- Show the importance and relevancy of current reports, such as ACS and IPEDS.
- New software products
- Building research capacity at community colleges (MCSS initiative).
- Presentation of CAP grants.

A tentative date of Friday August 2, 2013 was set for the workshop. Confirmation will follow.

<u>Longitudinal data system reports *Credit When It's Due* transfer grant (Gail)</u>
There is a $650,000 grant to design a reverse transfer system; several MI CCs are involved. Some questions raised include:

- For any CC students who have transferred to one of 15 public MI universities—how can we get them an associate degree?
- Is there value in the degree for students?? Can we convince them of the value? Do we bother? How can we capture the data and reflect on it?
- CEPI is the perfect agency to capture it since it collects data on students as they move around MI.

Also discussed is that this initiative and Win-Win will cause a bump in our graduation numbers, which may not have anything to do with the program's quality or the curriculum. Colleges should be cautioned so that the bump doesn't affect other programmatic decisions being made. Colleges were again encouraged to attend the 4/26 meeting at Macomb CC that will focus on Student Mobility.

<u>Occupational Info Summary and Links</u>
(Information from Mark Reffitt, Regional Economic Analyst Michigan DTMB - Bureau of Labor Market Information)
Mark Reffitt was unable to attend the meeting. Ken distributed some information on job demand and career trends in Michigan, summarized at www.michigan.gov/lmi

Ken will invite Mark to a future meeting

Ken presented the MCCDEC budget. There are adequate funds for the rest of this year. Rhonda said the budget for next year should be similar, but it has not been finalized.

Open Discussion

There was some discussion about the number of meetings per year MCCDEC should hold. Should we continue with four per year, or reduce it to three? It was suggested that by reducing to three, some funds could be freed up to provide some professional development, possibly around Perkins V, or to bring in some speakers.

It was agreed to keep the upcoming June 2013 meeting at which there will be some planning of the data workshop. The issue of meetings can be discussed more then.

Nick moved to adjourn the meeting; Kristen seconded. The meeting was adjourned at 1:45 PM.