

IEC Meeting Notes

January 22, 2020, Time 2:30-4:30 pm, Location 19/243

Attendees: Tammy Salman, Marsha Sills, Shannon Ball, Brandon Gibson, Tammie Stark, Cameron Santiago, Carla Arciniega, Chris Rehn, Grant Matthews, Molloy Wilson, Kate Sullivan

2:30-2:35	Welcome IEC Members
2:35-2:40	Recap of work accomplished: adoption of new charter Charter was approved at last meeting; here for new members to read
2:40-3:00	<p>Updates / Topics for Vote:</p> <p>Re-Define Mission Fulfillment Subcommittee update and approval of definition (subcommittee members)</p> <ul style="list-style-type: none">● IEC charged with writing new definition of mission fulfillment to send to NWCCU and which will be used in upcoming accreditation report as well as internal reports● Subcommittee developed a new definition to remove the Core Themes language that is no longer needed per the 1/2020 revised NWCCU standards● Tammie reached out to our NWCCU liaison, who thought the definition was on the right track● Molloy: Despite subcommittee’s vote, would be good to rephrase “exemplified by” to “embodied by”; vote taken and word change made● Next steps (Tammie): Need to clarify details about implementation of mission fulfillment goals; would like to determine measurability of the statement● Molloy: Subcommittee didn’t look at the second sentence in the 1st definition (“According to this definition, mission fulfillment is achieved when 70% of the indicators within each Core Theme meet or exceed established thresholds and all four Core Themes achieve this standing.”) Doesn’t seem that this is necessary to do straight away.● Tammie: Shouldn’t wait on this.● Brandon: Seems like the prior statement had an arbitrary percentage. Tammie: Perhaps, but we need a quantifiable number.● Kate: Do we need an amendment? Tammie: No, we don’t since we don’t use Robert’s Rules.● Tammy: We need to have one number/benchmark that represents our mission statement? Tammie: Yes, ultimately, all indicator measurements need to roll up to the mission.● Molloy: When is the next NWCCU report due that includes indicators? Tammie: May 1, 2020 is our internal deadline for the Year 6 NWCCU report. March 15, 2021 is our internal deadline for the Year 7 NWCCU report.● Marsha: Calls for a vote of the mission statement definition as written: 1 neutral; the rest vote in the affirmative● Tammie: Let’s continue sussing out details in the institutional indicator subcommittee <p>Vote on the new definition of mission fulfillment: Approval by all present, except 1 neutral vote. E-vote: 3 additional affirmative votes (Jan 26 - 27, 2020).</p>

Institutional Indicators Subcommittee update and approval of [NWCCU Institutional Indicators](#) (subcommittee members) ([Google sheet with existing and proposed list](#))

- IEC charged with defining a set of institutional indicators that need to be sent to NWCCU
- Indicators identified as those being reported to NWCCU but group acknowledges additional metrics may be used by the College (document is internal)
- Kate: Issue raised with the indicator “Percentage of students who complete...within 3 years.” Molloy: Difficult to see college progress the longer back we go; would be OK to say 3 and 6 years. Need to be mindful of asking for many years’ worth – isn’t going to be that useful.
- Tammie: Is it OK to add 3 and 6 years? Informal vote indicates group says OK but we may not have at quorum at this time. We should have a few more weigh in by e-mail.
 - Suggestion: send out message asking those who are not here to e-mail their vote?
- Chris: How do we measure small business? Molloy: Capital infusion – was selected by the small business folks during initial indicator meetings
- Cameron: Why aren’t clothing stash and food pantry included in indicator? Tammie: language says “but not limited to,” so we need to look at these. Molloy: We will need to determine what we want to measure and whether we can measure all of the things on the list (and/or others we add). Recommend ending the sentence at “services.” Marsha: What if we say collective impact of these services? Molloy: Or participation and impact, which allows us to gather qualitative and quantitative data.
 - Unofficial thumb vote: 1 sideways, the rest affirmative
- Tammie: Indicator not on new list but NWCCU calls out industry licensure as post-graduation success measure (4.7 State-certification pass rates for allied health professions). Molloy: We should keep it. Grant: Need to keep timelines flexible since students have months after graduation to take the licensing exams. Will also need to clarify completion rates (graduates/completers, or just those who passed? What about attempts? Program accreditors often ask about attempts.) Bottom line: Probably need to work with Grant M. and team on how/when data collected. Grant recommends: language change to “licensure and/or certification pass rates...” Molloy: Allied health referred to non-credit, so we may want to change this. Grant: we don’t use “allied health” terminology here so how about “Health Profession programs.” Unofficial thumb vote: All affirmative.
- Cameron: Looking at minority retention, graduation, etc. rates, and equity would be good addition – important to look at this data. Molloy: NWCCU requires that all of the student-focused indicators be disaggregated by demographic categories. Molloy will add a footnote about access and equity metrics (NWCCU standard 1.D.2 <https://www.nwccu.org/wp-content/uploads/2019/09/2020-NWCCU-ERs-and-Standards.pdf>).

Vote on the indicator list: Unanimous approval by all present. E-vote: 3 additional affirmative votes (Jan 26 - 27, 2020).

3:00-4:15

Review and optimize draft of the IEC [membership list](#) ([previous membership list](#)).

Detailed discussions about current members and how we list them.

Next steps: Tammie will reorganize list with existing members at the top and new members at the bottom of the list. Next meeting we will consider membership including group diversity; extended learning/cont ed/workforce; discuss removal of positions or replacement.