Research & Institutional Effectiveness Committee Meeting Minutes, May 8, 2015

Thank you to Karen and Cedar Valley College for hosting us.

Attendees:
- Nelson Ashuarrah – Cedar Valley College
- Afton Barber – Texas State Technical College
- Joe Carter – Cisco College
- Chris Daley – Trinity Valley Community College
- Jennifer Ferguson – NTCCC
- Christine Hubbard – NTCCC
- Teresa Isbell – El Centro College
- Karen Laljiani – Cedar Valley College
- Rick Leyva – Richland College
- Alex Mullins – Trinity Valley Community College
- Contessa Palmero – Cedar Valley College

All attendees introduced themselves.

Chris Daley will take over as Chair beginning with the September 18th meeting.

NTCCC will send meeting requests, as calendar entries for future meetings which they are aware of in advance. Reminders will be sent two and one week(s) in advance. Two Fall and two Spring Meetings will be planned.

October Conference:

Speakers: NTCCC will cover the cost of travel

- Paul Gaston – Originator of DQP, available for the day. Needs more definitive focus. Will receive $1000 honorarium from NTCCC and Lumina will pick up the reminder of his standard fee. Morning keynote and breakout sessions.
- Karla Guilford Shipp – Tidewater CC, topic will be Implementing Assessment at Large Multi Campus (LEAP Value Rubric), needs more focus detail. May not be able to accept honorarium as she is faculty. She may bring her VP. Will know by May 21 if she can accept. She will be lunch session and a breakout session.

Technical Colleges are looking at statewide curriculum for programs. They can provide a train the trainer workshop for assessment training.

Tentative Meeting Agenda:

- Paul Gaston – DQP Keynote
- Break
- Breakout sessions – includes Paul Gaston Q & A
Lunch – Karla Gilford Ship
Breakout sessions, includes Texas State Technical Workshop
Closing – Outcomes on Student and Business Services

Vendor Policy – Any presentation must be done with a college. They can be a sponsor but will not be given exhibition space. Information can be provided for the packet or electronically.

From 3-3:30, the RIE Committee will meet to briefly discuss the conference.

Potential tracks or topics for presentations:

- Degree Qualifications Profile (DQP)
- LEAP Value Rubric
- Student and Business Services
- Use of Technology in Assessment
- Aligning Grant Reporting and Assessment
- Aligning K-12 to Community College to Four Year College

Call for Proposals will be sent requesting responses by July 15th. These will be sent on July 16th to all active RIE Committee Members for their review. The proposals will be scored by each conference subcommittee member against a rubric that will be determined. Each member will send their results back to the NTCCC by July 24th. The NTCCC will build a proposed schedule for the breakout sessions based on the provided results. This schedule will be sent to the subcommittee on July 28th. NTCCC will schedule a teleconference for July 29th at 10:30 in case further discussion is required for the October breakout sessions.

Registration will open August 3rd.

Nominations:

Marlon Mote was nominated for Chair Elect for next year. Karen Laljiani will confirm his acceptance of this position.

Subcommittee Updates:

Core Assessment Plan (CAP) Research Project – no update
Completer Survey:

- Met in March and discussed the questions as they related to SCANS, THECB Core Curriculum, and DQP. The DQP categories have been updated.
- Richland College will pilot with core completers only
- Collin College will pilot again
- Waiting on the next draft based on the committee comments, Currently 50-75 questions in the survey. Looking at randomly selecting some or doing branching in the survey based on degree/certificate.
- The NTCCC can house the survey as they have unlimited access to Qualtrics. They can do the benchmarking piece. Christine will contact Tom regarding NTCCC’s role. The institutions will be responsible for administering.
Professional Development (new subcommittee formed):
  Karen Laljiani – Chair
  Joe Carter
  Teresa Isbell
  Tom Martin – Rick Leyva will confirm his willingness to serve on this subcommittee
  Alex Mullins

This team will propose topics and build the schedule for professional development for the RIE Committee Meetings and any webinars. The NTCCC can provide webinars for us.

Teresa Isbell will work with this team to discuss the feasibility of looking at Consortium Data and whether to make a research project. If feasible, what question(s) will we want answered and who can help supply the data? She will report back at a meeting. If feasible, a project will get underway beginning in September 2016.

Calendar:

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Reason</th>
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<tbody>
<tr>
<td>July 29 10:30 AM</td>
<td>Phone Conference</td>
<td>October Meeting Breakout Sessions</td>
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<tr>
<td>September 18</td>
<td>Grayson College</td>
<td>RIE Committee Meeting during NTCCC Leadership Co (Rick will take minutes if no chair-elect) Professional Development: Our part of NTCCC Web site Christine Hubbard</td>
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<tr>
<td>October 30</td>
<td>Trinity Valley Community College</td>
<td>RIE Committee Meeting Professional Development: Tableau by Cedar Valley C</td>
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<tr>
<td>February 5</td>
<td>Cedar Valley College</td>
<td>RIE Committee Meeting</td>
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<tr>
<td>April 15</td>
<td>Tarrant Alliance Center (tentative)</td>
<td>RIE Committee Meeting</td>
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Round Robin:

Cedar Valley College
  Had SACSCOC visit last October
  New chancellor with new initiatives and new board initiatives, reworking strategic plan
  R3 Report, presented report to RIE Committee

El Centro College
  Working on three year strategic plan – map activities to plan to see if moving forward, using a tiered approach
  New mission statement and set of core values
  Goal to be a leader college, tell our story
  Strategic Planning and Title V
  Three year program review – first pilot complete, five more in pipeline

Cisco College
  Used Google Apps to build a system similar to what is offered by Taskstream
  SACSCOC five year review this summer
  Use Google Forms for outcome results, can upload artifacts to Google Data Base
Use Google Forms to make recommendations to executive council, in first four months received approximately 20 recommendations
Syllabi and CVs will be added to Google Forms
Looking at completer data by subgroups, analyzing for all potential success points and which ones were actually achieved. Some of the subgroups are: Athletic teams, majors, age, and ethnic background

Trinity Valley Community College
SACSCOC reaccreditation gearing up
New strategic plan
QEP

Richland College
Analyzing action plans for the year
Four strategic plans: IT, Marketing, Communications, and Enrollment Management
Program review and assessment for July

NTCCC
Early College High School Consortium being supported by NTCCC
Longitudinal study of people who completed CLARA – has it led to promotions, will survey
Updated Bylaws
Works with UNT – strategic planning and goals