

Deans' Council Members & Guests

Present: Jimmie Baber, Jennifer Batten, Brian Beecher, Valerie Butterfield, Laurie Chesley, John Cowles, Bill Faber, Domingo Hernandez-Gomez, Tina Hoxie, Ann Isackson, Vicki Janowiak, Christopher Johnston, Sheila Jones, Bill Knapp, Amy Koning, Donna Kragt, Pam Miller, Eric Mullen, Julie Parks, Mike Passer, Dave Selmon, Mike Vargo & Diane Smith
Guests: Paul Herdegen, Jody Graves, Bruce Morrison, Chris Sain, Stacia Barczak

APPROVALS:

- July 13th Deans' Council Headlines – Approved

Data Warehouse Presentation – Paul Herdegen, Jody Graves & Bruce Morrison

This team gave a presentation to promote and explain the data warehouse (data from Peoplesoft is put into cubes so staff can search for data for reports). Data may be close but may not be exact as what reports say. It's always best to contact Bruce to make sure the information is accurate and pulled from the correct sources.

Analytics allows you to see a comparison of multiple factors (enrollment stats, credits, multiple years, current registration, specific terms, student group, classes, etc.) to make the report more specific.

Paul can help staff to set up a repeating report or an initial report for you that can be emailed to you at a certain time weekly or monthly.

This is strictly PeopleSoft data in and out. It does not connect with any of our other programs (Early Alert, etc) Bill Knapp and Paul are working together on making Blackboard and Peoplesoft user friendly together. This is a different cube that would need someone like Bill K. to analyze the data.

Reports cannot be overwritten but instead new reports are created from templates that are saved permanently. Paul, Bruce or Jody can be contacted or an IT ticket can be created to have a one-on-one discussion/training with someone or a team about the data warehouse.

TEACHING & LEARNING QUALITY REPORTS:

- **TLQM Rpt – Accreditation** – Donna Kragt – **Approved**
- This report has been around since August 2012 (5th year)
- Recent changes in the last year:
 - Change of due date for GRCC's System Portfolio (from 11/1/17 to 1/29/18)
 - Change in required number of AQIP Action Projects (only need to submit one Action Project Update for HLC to review per year starting 9/1/17. Ours is due 10/15/17). We closed out two Action Projects. We currently have Guided Academic Pathways and First Scholars.
 - Will will decide in the spring which of the three action projects we will send in.

Workforce Development is looking for ways to seek accreditation on an ongoing basis which will benefit students. A new one that Amy K. is working on is the CIS Certificate (CAE2Y led by Drew Rozema). When this happens, Amy K. will update Appendix A and Donna will put on the website.

First draft of AQIP Systems Portfolio was completed in spring 2017. The final draft is to be submitted by 1/29/18. Two action projects have been officially closed – Zero Based Budgeting and Early Alert. Two projects remain: Guided Pathways and First Scholars. It is our intent to add a project regarding assessment within the next year.

The key person HLC deals with is the President and Donna is the HLC Liaison. All questions to HLC goes through Donna.

We are participating in two academies - Persistence and Retention (First Scholars) and one for Assessment, which Sheila is leading.

A little history: GRCC was 1 of the first 19 colleges to get AQIP accredited.

Outcome Measures:

1. To maintain accreditation status with the HLC Year of next system appraisal in January 2018
2. Program Level Accreditation

Donna mentioned there are some requirements for new academic programs – We have to make sure it's acceptable for HLC approval.

New locations – HLC visit was last December for two new locations - one at Cedar Springs and one at Wyoming. HLC visited Wyoming and it went very well. We can offer classes wherever we wish but we can't offer programs without approval.

Next Steps:

1. GRCC team to attend the Final HLC Persistence and Completion Academy on May 21-22, 2018
2. ProDeans will review HLC Actions reports and policy changes quarterly through April 2018 to assess actions needed by GRCC
3. Systems portfolio will be submitted by 1/29/18
4. To maintain accreditation status with the HLC year of next system appraisal by January 29, 2018

EARLY ALERT SYSTEM UPDATE – Chris Sain

Chris last presented the Early Alert System at Deans' Council in June 2017. Since then, he developed and discussed some Early Alert Data Points:

Early Alert Impact on Attrition – would like to look at first year attrition

- What percent stopped out the following semester?
- What percent stopped out and was in Good Academic Standing?

Of the students we touched, how successful was our intervention?

Would we also want to look at students who did persist for each semester?

Course Performance:

- What percent earned a grade of C or better in course in which alert was raised?
- What percent earned a grade of C or better in subsequent related courses?

Utilization of Resources:

- What percent of students alerted went to Advising/Counseling/DSS as a result of Early Alert Prescribed intervention? If faculty indicate that student needs to see an advisor, the advisor contacts the student to set up a time to meet with them and give them some advice on next steps. Can contact students through text, email, Early Alert system contacts students directly, Mongoose (allows us to do a variety of things with students – text, call, send letters, social media).
- What percent of students alerted visited a tutorial lab as a result of Early Alert prescribed intervention? Tutor Track helps us collect that data.

Chris' data goes back as fall 2012. Because we have a myriad of systems that do not talk to each other, it's complicated to get accurate data. John suggested Chris reach out to Donna or Paul to set up a retro study to analyze the data in more detail.

Bill K noted that the next iteration is Blackboard Predict, which is real time information. He should be able to get some pretty good data from Blackboard of what we have now.

Excessive Absences:

Historically, the vast majority of alerts are for excessive absences.

- Percentage of semester alerts that are for excessive absences.
- What percent of students alerted for excessive absences withdraw from that course?
- What percent of students alerted for excessive absences stop out the following semester?
- What percent of students alerted for excessive absences earned a grade of C or better in course in which alert was raised?

Two absences or more constitute as excessive. It's listed in the syllabus. Most of the time when students begin to miss excessively, they might have some life unexpected event (homeless, babysitting or car issue, employment etc.) As we start to collect data, we will know the reasons why students are excessively tardy. Advisors will help students to figure out what they can do to help with the issue.

We have an opportunity to help our students and ourselves by entering grades in Blackboard.

ANNOUNCEMENTS:

- Donna – We have developed a survey around strategic planning. People were asked to prioritize within those areas. Data will go live tomorrow and will be available for six weeks. The survey results will be reviewed at SLT and will be made available to the general public and students. Donna encouraged everyone to fill out the survey.
- Tina – Investiture Activities:
 - Vicki – Lakeshore – Monday at Midtown Center – Invited community leaders, K-12, economic development, business reps. etc. (by invitation). Dan Clark is the MC. Video, student story, Dr. Pink is the keynote followed by some comments from reps. from various sectors of the Lakeshore, wrap up/thank you from 3-5 pm. If you received an appointment, no need to RSVP
 - Tuesday – Student Event – Today and Tomorrow – the GRCC Journey – four students coming in to talk about their journey (younger alumni). Student from Alliance will be speaking. This will be videotaped and can be used in other classes at another time. 11:15-1:15 lunch provided in Sneden. Table discussion following.
 - Laurie encouraged Deans' Council members to come to the Lakeshore and attend and come to student event just to hang out and observe.
 - Wednesday – Student Pancake breakfast (no need to attend this event). 4th floor of Main. Bill is serving students. Food is for the students. 9-10:30 am.
 - Thursday evening – Community social event. Faculty and staff are invited to The Heritage. Jazz singer, socializing 5:30-7:30 pm. Short program. Deans' Council members should attend.

- Friday – Business event 7:30-9:00 am (program begins at 8:15 am). Deb Bailey is MC for this event. Nice movie with connection of business and GRCC. Deans' Council encouraged to attend even if you did not receive an invitation.
- Friday – Investiture – Program is ready, from 2:00-4:30 pm at Fountain Street Church. If you normally process at graduation, you are expected to process at commencement. If you are new to GRCC and expected to commence, we will rent a robe for you. There will be community members speaking, jazz quartet, choir, soloist, band, etc. At the end of the Investiture, we will walk across Fountain Street and have cake.
- Faculty have the option if they are teaching at the time of the Investiture to hold or cancel their class. Faculty do not have to use an absence or personal day or fill out any forms if they choose to cancel their class at that time. If they want to get a sub for their class, they can fill out a LOA form and check "Administration."
- Keep a minimum staff that can address student response for student-faced offices. Event will be live-streamed on our website.
- John – Wed 10/18/17 at 11 am in ATC, Andrea Chavez, grandson of Caesar Chavez will be speaking. He is a college student in California and will talk about his grandfather's work with organizing unions, basic human rights, DACA. Deans' Council members are encouraged to attend.
- Tina – Enrollment - Thanked everyone for their effort and work. Even though we are still down in enrollment #'s, we are better than previously. There is an uptick in new students by 68. We are up in transfers in. The first semester, we are seeing a flattening out in numbers, which is good news. Laurie mentioned that this group is key to these results.

Respectfully Submitted,
Diane Smith