

Meeting Notes

NCA Accreditation Advisory Committee Meeting

Wednesday, September 26, 2014, 1:30 pm, Conference Room, 17th floor, IIT Tower

Participants: Siva Balasubramanian (Chair, *Stuart School of Business*), David Baker (*External Affairs*), Kemp Ellington (*Lewis College of Human Sciences*), Carol Emmons (*Office of Assessment*), Walter Hazlitt (*General Counsel*), John Kallend (*Armour College*), Devin Savage (*Galvin Library*), Phil Troyk (*Armour College*), Ray Trygstad (*School of Applied Technology*), Charles Uth (*Galvin Library*), Lauren Woods (*IIT Online*).

Approval of Draft Meeting Notes for meeting on March 26 2014:

Members unanimously approved the draft meeting notes for the last committee meeting (April 30, 2014) that was previously distributed.

The following new members have joined our committee recently:

Lauren Woods (IIT Online), Liad Wagman (Stuart School), and Kemp Ellington (Lewis College) .

Quality Improvement Initiative subcommittee:

Ray Trygstad described the planning session of the HLC Academy on Student Persistence and Completion that he and other members attended in July. Subsequently, members worked with a mentor (Susan Hatfield) assigned by HLC.

Charles Uth noted that the mentor helped us to explore potential datasets that we could use to address retention and completion issues. Members later prepared a Data Summary Book that was submitted to HLC. This summary book documented potential data sources/files that the subcommittee will rely on to generate insights about retention issues. Siva noted that we received very positive reviews of the Quality Improvement Initiative Proposal that we submitted to the Academy. Reviewers of this proposal provided positive feedback. Internally, this subcommittee will coordinate our HLC conversations with appropriate inputs from IIT's Student Success Committee and Student Retention Taskforce.

Finally, another presentation was made on the SPSS retention module by IBM. Different versions of this presentation were made by IBM to our full committee, to the Provost and his staff, and to the QII subcommittee. IBM has sent us pricing information for this module,

The conversation with HLC indicated that the challenges we face are similar to that faced by other members of the Academy. Provost Cramb has indicated support for purchasing the software from IBM, Chris White has provided support as well. Additionally, the feedback received from members was positive. Finally, the IBM-provided references of current users of this software also communicated positive evaluations of this software product.

Carol Emmons indicated that there may be some overlap between IBM and EAB approaches. IBM's point was that it was not enough to just focus on academic metrics as indicators of student engagement. Other aspects include data on student social media, data on the high schools our students come from.

Phil Troyk noted that, after analyzing data provided by Matt Bauer on student withdrawals/dismissals/leaves of absence since November 2013, 48% of students who left IIT had GPAs higher than 2.2 (they likely left for non-academic reasons). After some discussion, members noted that this analysis underscores the need to understand both academic and non-academic reasons why some students leave IIT before graduation. Phil emphasized that every student requires attention from retention perspective, because if a student leaves the university before graduation, it adversely affects our retention and graduation rates.

John Kallend asked if we received any evaluations about the IBM software from another technologically-focused university as a peer institution. We did not receive feedback from a technology focused institution.

Carol Orze is likely to reinstitute the Exit survey. Carol Emmons, at the request of Chris White, is putting together information about students who have not persisted.

Two categories of data will be considered for analyses related to our participation in HLC's Academy: individual level and aggregate level data. These include survey data from students, and student satisfaction data.

Quality Improvement Initiative subcommittee:

Carol Emmons described the status of Assessment Report submissions by academic programs about four days ahead of the September 30 submission deadline. Thirty one reports have been submitted out of 143 programs, 26 of those 31 have met expectations. [Update as of 10/14/2014: 107 programs have submitted Assessment Reports].

About half of submitted plans have also collected data last year.

Lauren Woods mentioned that IIT has purchased additional modules from BB that will help with assessment. Basic LMS, BB Mobile are now up and running. Collaborate (synchronous communication tool like Webex and GoToMeeting) is now live in the production system, but not fully implemented yet. Content, Community, and Outcome are the other key modules related to Assessment activities. Subject to resource availability from OTS, these modules will be implemented in the near term.

Lauren mentioned that faculty will need to be trained in using these modules.

Carol enquired about our plans to handle all the assessment content that has been developed already (goals and rubrics). Such content is now available as Word documents, and they need to be entered into the BB outcomes module. Phil suggested that these should be entered by dedicated student helpers. We should not expect Faculty to enter this content information.

Administrative criteria subcommittee:

David Baker provided an overview of his subcommittee activities over last summer. Although David Ulaszek has left the University, he has completed the write-up for Assurance System before leaving IIT. David and his colleagues will review and modify this content as appropriate.

Carol suggested that we need a structure that assigns responsibility to specific individuals for specific HLC criteria. The full committee has relied on sub-committees in the past, and perhaps this is an appropriate time to see what structure will work for us as we delegate responsibility for specific criteria to one or more members. It was also pointed out that a committee member with clear expertise could work on more than one criterion.

David enquired about the deadline for submitting the Assurance System document to HLC prior to the visit. Siva indicated that our conversations with HLC suggest this time frame is about six months before the date of the HLC team visit. The team visit will occur in 2016-2017 and IIT will determine the visit date. It is likely that the visit will occur in Spring 2017 semester.

David then asked about our response to the HLC's recommendations to the 2006 report submitted by IIT to the visiting team. Siva noted that HLC's Sunil Ahuja has advised us to prepare a document outlining how IIT has responded to HLC's recommendations from 2006. This will be reviewed by Sunil Ahuja before it is distributed to the visiting team. It is expected that HLC's Sunil Ahuja will have independent conversations with the visiting team before their campus visit in 2017.

Meeting adjourned.