Meeting Notes

NCA Accreditation Advisory Committee Meeting
Wednesday, October 24, 2014, 1:30 pm, Conference Room, 17th floor, IIT Tower

Participants:
Siva Balasubramanian (Chair*, Stuart School of Business*), Charles Uth (*Galvin Library*),
Ray Trygstad (*School of Applied Technology*), Devin Savage (*Galvin Library*),
Christine Provost (Manager, Office of the CIO), Matt Bauer (College of Science), Ralph Brill
(Chicago-Kent), Carol Emmons (*Office of Assessment*), Liad Wagman (Stuart School), J. Kemp
Ellington (*Lewis College of Human Sciences*).

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

Members unanimously approved the draft meeting notes for the last committee meeting
(September 26, 2014) that was previously distributed.

Quality Improvement Initiative subcommittee:

Ray Trygstad mentioned that a five member team from IIT participated in the October 2014 Roundtable
event for HLC's Academy on Student Persistence and Completion.

The team evaluated the data we currently have, and performed correlation analysis to gain new insights.
For example, we considered the correlation between the grades in Math (Math 151 or 148) and the
likelihood of completing their degree at IIT. It turns out that if a student gets a C in Math 151, he/she
only has a 48% likelihood of graduating from IIT. Considering students who got a C in Math 148, only
46% of those students were likely to graduate from IIT. So Math grades in the first year appear a major
factor in student completion.

Similarly, the team considered several other candidate variables that are likely to be important
determinants of students' persistence and completion at IIT. Our goal is to complete a multivariate
analysis that hopefully will generate new insights about successful student graduation outcomes at IIT.
Finally, Ray stated that the feedback from the Roundtable event is that IIT is considerably ahead of the
curve on our Academy related work, when compared with other member institutions in the Academy.

Siva Balasubramanian indicated that he has hired a graduate student from Computer Science
department to help with the related analyses. He is now coordinating the process of anonymizing the
data (with the Registrar and the office of General Counsel) so the student can proceed with data
analyses.

A clarification was sought about the information we know on students that left IIT prior to their
graduation. For example, how many of them went on to another university and graduated from there?

It was pointed out that we do not have this type of information at this time. Ray Trygstad mentioned
another aspect highlighted at HLC's Academy Roundtable event: students sometimes enter a university
with no intention to graduate from there, but just to attend for a year or two. Carol Emmons noted that

IIT will sign up for the next round of National Student Survey Engagement soon. This offers the opportunity to include questions for freshmen and seniors, and one of those questions could be "Do you intend to graduate from IIT?'

Ralph Brill noted that our focus should also be on trying to keep students who do well but are looking to get transferred to Northwestern or University of Chicago, and can get accepted at those universities.

Assessment Subcommittee Report:

Carol Emmons noted that only 27 programs are yet to submit assessment reports from last year. In other words 119 of the 146 programs at IIT have submitted these reports, so we are doing pretty well. We have also set November 5 as the date to kick off the BlackBoard outcomes assessment implementation. Carol is look for a few academic programs to participate as a pilot in this process. This will help the pilot program to participate sooner with BlackBoard on Assessment tasks. Biomedical Engineering is one such program. Siva Balasubramanian mentioned that Greg Chadoin from Stuart School is interested in participating.

Administrative Criteria Subcommittee:

Both David Baker and Walter Hazlitt could not attend, so Siva Balasubramanian provided a summary on behalf of this subcommittee. David Baker has retrieved the document prepared by David Ulaszek prior to his departure from IIT. After that document is appropriate vetted internally, David Baker and his team will upload it to the HLC Assurance System.

In line with the discussion at the last committee meeting, Siva Balasubramanian presented the following plan to create *Assurance Document teams*. The goal here is to allocate responsibilities for writing and uploading the assurance arguments/evidence for each of the criteria for HLC Accreditation. The advice from HLC is that it is a good idea to make sure that there is faculty representation/participation in this process for each criterion. Since our committee has good representation for both faculty and staff from all Colleges/Schools at IIT, it is reasonable to form criterion-based teams that include both faculty and staff on our committee.

Assurance Document Team Responsible for Criterion 1: Mission

Devin Savage, Robert Krawczyk, Anijo Mathew

Assurance Document Team Responsible for Criterion 2: Ethical and Responsible Conduct

Ray Trygstad, John Kallend, Katherine Stetz

Assurance Document Team Responsible for Criterion 3: Teaching and learning – Quality, Resources and Support

Jamshid Mohammadi, J. Kemp Ellington/Scott Morris, Liad Wagman, Charles Uth and Lauren

Woods

Assurance Document Team Responsible for Criterion 4: Teaching and Learning – Evaluation and Improvement

Matt Bauer, Phil Troyk, and Carol Emmons

Assurance Document Team Responsible for Criterion 5: Resources, Planning and Institutional Effectiveness

David Baker, Walter Hazlitt and Siva Balasubramanian

Assurance Document Team Responsible for Federal Compliance section:

Virginia Foster/Carol Emmons will coordinate this

Siva Balasubramanian reminded members that the HLC's reaccreditation team visit to IIT campus will occur in 2016-2017. HLC has requested that the Assurance System document should be made available to HLC six months ahead of the planned visit date. So we should plan to get this document submitted to HLC by late 2015/early 2016.

HLC Assurance System allows a maximum of 15 members to participate in writing/uploading Assurance related materials.

To keep the process efficient, it is best if such participation is restricted to one or two members of each team above who have completed HLC's Assurance webinar online. Each team is strongly encouraged to carefully review their assigned HLC accreditation criterion or other task (a copy of HLC accreditation criteria document was distributed to all members last month), in addition to reviewing the HLC video on Accreditation Criteria at https://www.youtube.com/watch?v=c1J6-eS8a1U. Each team should meet separately (before our Committee's next meeting in January 2015) to make progress on the task assigned. Each team should elect a coordinator who is responsible to keep our committee appraised of the team's deliberations and progress toward its assigned part of the Assurance System document.

Meeting adjourned.