MCCDEC
Michigan Community College Data and Evaluation Committee

Minutes
Friday, March 27, 2009
Kellogg Center, East Lansing, MI

Attendees: Beverly Andrews, Linda Blakey, Nick Baker, Steve Cannell, Becky Chadwick, Ginger Gulick, Darby Hiller, Gail Ives, Leslie Kellogg, Doris Lewis, Bob Marsh, Linda Minter, Letyna Roberts. Jim Ross, Nancy Showers, Bruce Sweet

Ex-officio: Rhonda Burke, Jim Folkening, Dan Woodward

Guests: Maria Hernandez, Mallory King

Meeting called to order at 9:05 a.m. by Chairperson, Leslie Kellogg.

Approval of Agenda
The agenda was approved as presented.

Approvals of Minutes
Committee reviewed the minutes of the January 23, 2009, meeting. Motion by Bruce Sweet to accept; seconded by Nick Baker. Motion passed.

Membership Review
Membership list was reviewed, no changes made. There are vacancies in the following areas: Business Services, Student Services, Assessment, and Faculty – Academic and Occupational. Names of individuals interested in joining MCCDEC should be forwarded to Jim Folkening.

State Updates/CECR Updates
Jim Folkening distributed the preliminary 2009-10 Perkins allocations. Included in the packet of information are comparison tables listing allocations from previous years, and secondary/postsecondary allocations.

Monies from the Federal Stimulus Package must be distributed through House and Senate Appropriations Committees. Colleges may experience a number of emergency data requests and should be prepared to respond quickly.

Effective fall 2009, the Bureau of Workforce Transformation and Lifelong Learning will implement the new timetable for annual program updates to the CECR. Performance data will be submitted once per year in November or December. Michigan Works! will approve programs in January or early February. New programs may be added at any time. The State will submit a federal waiver for the new timetable. Until November

2009, colleges should continue to update programs on the dates they expire. Jim Folkening will investigate whether the CECR/NWLB workgroups should be reconvened.

Bylaws Update/Mission Statement
Revised bylaws were distributed to the committee for review. Motion by Nick Baker to accept the MCCDEC Bylaws; seconded by Bruce Sweet. Motion passed

Update on New Statewide Data Committee (MCCDATA)
Gail Ives distributed the agenda and information from the last "MCCDATA" meeting. Highlights from the last meeting included an update from Mike Hansen on the Federal Stimulus Package, and a discussion on graduate follow-up surveys. The name of the group has been changed to MCCCARE – Michigan Community College Collaborative for Accountability, Research, and Effectiveness. The group is working to draft bylaws; an online discussion board for members has been developed. Meeting schedule is set for the days prior to MCCDEC meetings. An update will be provided at the upcoming PALA meeting.

Reports Taxonomy
Jim Folkening presented the most current report inventory and along with a draft of the report fields and definitions for review; discussion ensued. Committee members were asked to send questions, concerns and suggestions to Jim Folkening. The project is expected to be completed by June 2009 and presented to community college presidents in July.

Assessment and Certification Identification Project
Dan Woodward reported that the WestEDge Group is making slow progress identifying additional assessments; no changes have been made to the 1P1 spreadsheet since the January MCCDEC meeting. Discussion ensued regarding the use of CTE GPA as an alternate measure for technical skill attainment. Jim Folkening, Leslie Kellogg, Dan Woodward, and the WestEDge group will discuss the project via conference call. Project is expected to be complete by June 2009

NWLB Report
Leslie Kellogg reported that the NWLB Implementation Workgroup has not met since the last MCCDEC meeting. Inquiries as to whether the workgroup will continue to meet have yet to be determined. An update will be provided at the June MCCDEC meeting.

Core Indicator Instructions Review
Leslie Kellogg reported that the MCCDEC Core Indicator Instructions Subgroup met several times to review the instructions in light lessons learned during the Fall 2008 reporting cycle. Most recent version of instructions was distributed and reviewed. Suggestions for revisions should be sent to Gail Ives by April 9, 2009. A final draft of the instructions will be brought back to MCCDEC in June.

MCCNET Website Update
Rhonda Burke informed the committee that work continues on updating the MCCNET website. The project is on target to complete updates to the administrative site in time for Fall reporting; work will then focus on the public site. A bug-report system has been added. MCCDEC members are encouraged to review the website and forward suggestions for improvements to Rhonda Burke.

Programs of Study Updated
Jim Folkening distributed the draft Programs of Study model developed by Judy Stark; model is expected to be completed by July 1, 2009. RFP's will be issued to Community College Presidents and Occupational Deans in September 2009 with a project completion date of June 2010. Five colleges will be selected to participate in the pilot program. A roundtable discussion to identify the top six programs of study is planned for the TRENDS conference in October 2009.

Expenditure/Budget Report
Jim Folkening informed the committee that approximately $4,000 remains in the MCCDEC budget. Budget planning for 2009-2010 has begun. Funds will be directed to programs of study, web design/systems upgrades. Jim Folkening and Leslie Kellogg will review the WestEDge contract. Additional project ideas should be sent to Jim Folkening.

Next Meeting & Adjourn
Next meeting scheduled for Thursday, June 18, 2009; location to be determined. Agenda items for future meetings should be emailed to Leslie Kellogg. Meeting adjourned at 2:55 p.m.

Recorded by:
Amy Ducher, Administrative Assistant
Henry Ford Community College