# MCCDEC
# Michigan Community College Data and Evaluation Committee

Minutes
Friday, January 23, 2009
Kellogg Center, East Lansing, MI

Attendees: Nick Baker, Steve Cannell, Becky Chadwick, Pat Graves, Darby Hiller, Gail Ives, Leslie Kellogg, Doris Lewis, Bob Marsh, Linda Minter, Jim Ross, Nancy Showers, Bruce Sweet

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

Guests: Mike Hansen, Mallory King,

Meeting called to order at 9:10 a.m. by Chairperson, Leslie Kellogg.

**Approval of Agenda**
The agenda was approved as presented.

**Approvals of Minutes**
Committee reviewed the minutes of the November 14, 2008, meeting. Motion by Steve Cannell to accept; seconded by Bruce Sweet. 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. Names of individuals interested in joining MCCDEC should be forwarded to Jim Folkening.

**State Updates**
Jim Folkening informed the committee of the name change from DLEG to DELEG – Department of Energy, Labor, and Economic Growth.

Funding is expected to flow from the stimulus package into the area of green jobs. DELEG is planning a conference on green jobs for May 11, 2009.

**CECR Update**
Jim Folkening informed the group that waivers have been submitted requesting a yearly expiration date for programs on the CECR; a decision is expected within 90 days. PPA has made some functional changes to the website but has yet to release them until they are reviewed by the CECR Taskforce.

**Update on New Statewide Data Committee**
"MCCDATA" met this week at the MCCA offices; 22 people represented 18 different organizations. The group worked to refine their purpose, develop an organization

structure, and draft bylaws. The new group will collaborate with MCCDEC, ensuring that there is no duplication of effort between the two committees. The next meeting of MCCDATA is schedule for March 26, 2009. Darby Hiller reported that this was a good collaborative experience.

**Reports Taxonomy**
Jim Folkening presented a progress report on the Postsecondary Report Taxonomy Project. Volunteers who have a broad knowledge of data requirements across all areas of the community college are needed to work on this project. Work will be done via telephone conference calls, approximately 1.5 hours in length, over the course of 4-5 weeks. Darby Hiller volunteered to work with a sub-group on this project. Gail Ives will send a copy of the Mott Community College taxonomy database.

**Assessment Project**
Dan Woodward presented a draft of the results of the work done by the WestEDge Group on the 2010 / 2011 1P1 assessments. Discussion ensued regarding CIP code assignments that include a wide variety of programs. Vendors have shown interest in contracting with individual schools to develop new exams and certifications. Discussion is underway regarding the development of statewide, possibly nationwide, assessments.

**NWLB Report**
Gail Ives reported that the NWLB Implementation Workgroup met this week. At the meeting a draft fact sheet on the National Career Readiness Certificate "Michigan" was distributed. The certificate is based on WorkKeys tests for applied math, locating information, reading for information. The key is to get employers to value this certificate.

**Core Indicator Instructions Review**
MCCDEC reviewed the latest version of the Core Indicator Instructions. Discussion ensued. Rhonda Burke will incorporate changes and load the draft to the MCCNET website for the committee's review; suggestions should be sent to Rhonda Burke. Committee suggestions will be incorporated and a final draft will be presented at the March meeting.

**MCCNET Website Review/Recommendations**
Rhonda Burke presented the MCCNET website. The site has not been updated in over 10 years. Plans to revamp the public site include adding Excel downloads, modifying links, renaming areas for clarity, and adding a login for the administrative site. The administrative site will contain updated archives, reports, and a calendar listing important dates in the reporting cycle. MCCDEC members are encouraged to review the website and forward suggestions for improvements to Rhonda Burke.

**MCCDEC Bylaws**
Discussion ensued regarding the MCCDEC Bylaws. Leslie Kellogg will make suggested revisions to the bylaws and distribute to the committee prior to the next meeting.

Committee members who do not plan to attend the next meeting are requested to vote on changes via email to Leslie Kellogg.

**Budget Report 2008-09**
Jim Folkening informed the committee that approximately $5,750 remains in the MCCDEC budget. Expenses for the taxonomy and website projects have been removed from the MCCDEC budget.

**Next Meeting & Adjourn**
Next meeting scheduled for Friday, March 23, 2009. Agenda items for future meetings should be emailed to Leslie Kellogg. Meeting adjourned at 3:10 pm.

Recorded by:
Amy Ducher, Administrative Assistant
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