MCCDEC
Michigan Community College Data and Evaluation Committee

Minutes
Friday, March 18, 2011
Courtyard by Marriot, Lansing, MI

Attendees: Nick Baker, Linda Blakey, Stephen Cannell, Angela Carrico, Patricia Collins, Johnesa Dimicks, Ginger Gulick, Darby Hiller, Gail Ives, Leslie Kellogg, Doris Lewis, Linda Minter, Jim Ross, Rob Spohr, Ken Trzaska, Randall Ward

Ex-officio: Rhonda Burke, Sheree Price

Meeting called to order at 9:05 a.m. by Chairperson, Darby Hiller

Approval of Agenda
Nick Baker moved for approval of the agenda as submitted. Motion seconded by Steve Cannell; motion passed.

Approvals of Minutes
Committee reviewed the minutes of the January 21, 2011, meeting. Motion by Steve Cannell to accept; seconded by Nick Baker. Motion passed.

Membership Vacancies
The committee reviewed the membership roster. Three membership vacancies exist: two for representatives from Instructional Administration and one for Institutional Research. Email Rhonda Burke with the names of individuals interested in serving on the committee.

The following members whose terms are set to expire June 30, 2011, have agreed to serve for another two-year term: Kenneth Trzaska, Patricia Collins, Nancy Showers, and Randall Ward.

State Update – DELEG/CCSU
No update provided as Dianne Duthie was unable to attend the meeting.

MCCCARE Update
Gail Ives provided an update on the MCCCARE meeting held March 17, 2011. Highlights included:

- Nick Baker has been elected Chair for MCCCARE; elections for Vice Chair will be held at the June meeting.
- Legislative update by Mike Hansen, MCCA
- Discussion of summer data workshop
- MCCA's legislative position paper is available online
- Discussion of Perkins Core Indicators

STARR Update
Nick Baker reported that a letter was sent to all community college registrars from the state on behalf of CEPI regarding STARR requirements. Six community colleges were successful in uploading data to STARR; all community colleges must report data by May 31. The first meeting of the P-20 Council was scheduled for March 31 @ 1:30 p.m., location TBD. A data manual and user guide are under development but not yet complete. Questions regarding data uploads may be posted to the STARR listserv. Nick suggested MCCDEC review the CEPI newsletter on the CEPI website for additional information.

Aggregated Reports Discussion for MLDS Data
Darby Hiller led a discussion on developing a coordinated response from MCCDEC to CEPI on which aggregated reports would be beneficial to community colleges. Darby Hiller and Nick Baker will compile suggestions and send to Rhonda Burke. Rhonda will post to them to the list serve and forward the request to CEPI.

Perkins Grant Funding/Reporting for State Approved/Occupational Programs Discussion
Sheree Price fielded questions from the committee as regards the use of Perkins funds for those programs coded Occupational but not State Approved. Sheree Price will review the Perkins legislation and report back at the next MCCDEC meeting or via the MCCDEC list serve. The **Dean's Guide** will be updated as necessary. A letter of clarification will be sent to colleges.

Perkins Monitoring Visits
Sheree Price distributed and reviewed the Compliance Review Visit Checklist, sample agenda, and Institutional Self Review document. Prior to the visit, colleges must ensure that all equipment is present and properly tagged and that purchasing information is available and complete. Colleges should also review their methodology for collecting and analyzing core indicator data. The list of colleges scheduled for a Perkins Monitoring visit this year is available in the Dean's Guide. Colleges should plan for a 2-day visit. Questions regarding the Monitoring Visits can be sent the Sheree Price via email.

Core Indicators – 2P1 (Using 1P1 Data), Expected Level of Performance
Rhonda Burke distributed 2P1Core Indicator data; discussion ensued. It was apparent from the wide-ranging rates that there exists no consistent methodology across colleges for the collection of 2P1 data. Acceptable ways to report 2P1 data will be added as a topic for the upcoming data workshop.

Rhonda Burke distributed the rationale for proposed expected levels of performance for 2011-12 and 2012-13.

Summer Workshop Discussions

D. Hiller will work with R. Burke to schedule the Data Workshop; possible dates given were 7/14, 7/21, or 7/28. Last year's workshop received good feedback. It was decided that this year's workshop would follow the same format. Lansing Community College Tech Center was proposed as the location. D. Hiller will contact MCCDEC members for suggestions on possible content for the workshop.

Articulated Credit
L. Kellogg informally surveyed the committee to find out if other community colleges are tracking articulated credit on student transcripts. G. Gulick noted that articulated credit is tracked at Mid Michigan Community College as a specific "credit type."

Expenditure/Budget Report
The committee reviewed the budget and expenditures. No changes made to budget.

Meeting schedule for 2010-2011
June 16, 2011
Send agenda items for future meetings to Darby Hiller.
Meeting adjourned at 2:15 p.m.
Recorded by: Amy Ducher, Administrative Assistant, Henry Ford Community College