MCCCARE Meeting Minutes

January 11, 2018 – Location: MCCA Building, Lansing

Attendees:

Name:	College:	Email:
Nick Baker	Kirtland	nick.baker@kirtland.edu
Gail Ives	MCSS	gail.ives@gmail.com
Naomi Livengood	KCC	livengoodn@kellogg.edu
Vladimir Edelman	Montcalm	vladimir.edelman@montcalm.edu
Lisa Lund	Montcalm	lisal@montcalm.edu
Roger Mourad	Washtenaw	mou@wccnet.edu
Dana Cogswell	LCC	cogswd@lcc.edu
Eileen Brennan	HFC	ebrennan1@hfcc.edu
Steve Sparling	West Shore	ssparling@westshore.edu
Mike Myers	Muskegon	mike.myers@muskegoncc.edu
Celina Grondin	SC4	cgrondin@sc4.edu
Krystal Majewski	Schoolcraft College	kmajewsk@schoolcraft.edu
Angie Baisden	Northwestern MI	(on phone)
Heath Chelsvig	GRCC	hchelsve@grcc.edu
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Mark Champion	GRCC	mchampo@grcc.edu

Meeting called to order – 9am

Nick Baker provided an update from Mike Hansen. "You can let the group know that the Governor's last State of the State address will be on Tuesday, January 23, and then the MCCA Legislative summit (our "boots on the ground" advocacy day in Lansing) is Wednesday, January 24. The Governor will likely continue his discussion and call for closing the skills gap and increasing access and resources for CTE type programs. His budget will be announced in early February, and the presidents will meet shortly thereafter to react to, and plan a advocacy strategy around the budget recommendations. We are not expecting much more than an inflationary increase, and are hopeful that he does not again try and claim the PPT reimbursement funds as substitute for an appropriation increase this year. "

Nick Baker and Gail Ives provided an update from Erica Orians.

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Statewide Transfer Work Continues

The MCSS continues to lead statewide efforts to improve transfer student success including a new state-funded initiative to replace the Michigan Transfer Network and build statewide associate to bachelor's degree transfer pathways. The Transfer Steering Committee, representing community colleges and universities, will

be recruiting faculty to develop multi-institutional associate to bachelor's degree transfer agreements so that students can start at any participating community college in Michigan and transfer to any participating university having earned an associate's degree at the community college and ready for upper-division coursework at the university. We will convene faculty from across the state on May 18, 2018 in four programs including biological sciences, business management, criminal justice, and psychology. Development of the new Michigan Transfer Network website is in progress and will be released in the Spring of 2019. ***Subscribe to the MiTRANSFER Newletter:*** Click here to review the inaugural edition of the MiTRANSFER newsletter. This newsletter is designed to update colleges and universities on the statewide work to improve student success and degree completion among transfer students. The state of Michigan awarded a $1 million one-time appropriation to support this work which is managed by the Michigan Center for Student Success.

MCSS Launches New Guided Pathways Initiative

The Michigan Center for Student Success is excited to announce that 26 Michigan Community Colleges will be taking part in the second phase of the Michigan Guided Pathways Institute from 2017-2020. Guided Pathways is a national reform effort founded on research-based design principles in *Redesigning America's Community Colleges* (Bailey, Jaggars & Jenkins, 2015) that lays out a path for community colleges to achieve greater success for their students. The Michigan Guided Pathways Institute is made possible by a generous grant from The Kresge Foundation and additional support from Jobs for the Future.

Colleges in the Institute will build on work begun in 2014 with the launch of the first Michigan Guided Pathways Institute which focused primarily on mapping pathways to student success and redesigning intake processes to help students choose and enter a pathway. For the next phase of the work, colleges were invited to participate as part of either the Study Circle, who will work independently with virtual support from MCSS and partner organizations, or the Mentor Circle, who will augment virtual support with intensive in-person events up to three times each year.

MCSS will kick off the first Institute during a two-day event for all participating colleges at Macomb Community College's Lorenzo Cultural Center November 30-December 1, 2017. Each college identified team lead(s) for the project. Registration information and reading materials for the team were shared with the leads.

Mentor Circle: *Bay College, Delta College, Grand Rapids Community College, Jackson College, Kalamazoo Valley Community College, Kellogg Community College, Lake Michigan College, Macomb Community College, Montcalm Community College, Mott Community College, Muskegon Community College, Oakland Community College, West Shore Community College*

Study Circle: *Alpena Community College, Glen Oaks Community College, Henry Ford College, Kirtland Community College, Lansing Community College, Mid-Michigan Community College, Monroe County Community College, North Central Michigan College, Northwestern Michigan College, Saint Clair County Community College, Schoolcraft College, Washtenaw Community College, Wayne County Community College District*

Register for MSSN Virtual Meeting: The MCSS is hosting the annual Michigan Student Success Virtual Network meeting on Friday, February 2 from 8:30 am-1:00 pm. The theme for this year's meeting is **FREE Tools to Support Student Success**. Please join us for all or some of the sessions during our Groundhog Day event:

- **Virtual Breakfast and Student Success Center Update (8:30-9:00 am):** Update from the Center for Student Success on current initiatives including Guided Pathways, the Right Math @ the Right Time, CMVE activities, and the Michigan Transfer Network and degree pathways initiative. Register for this session here.
- **Curricular Analytics: Visualizing and Analyzing Programs (9:15-10:15 am):** Curricular Analytics is a free tool to help colleges continue to analyze their curriculum by visualizing how courses are connected through prerequisites and explore the complexity of programs. Register for this session here.
- **Preparing College Personnel to Serve Student Veterans (10:30-11:30 am):** Session will feature an overview of Kognito's *Veterans on Campus* interactive online training module geared toward improving

military cultural competencies across campus as well as an opportunity for participants to complete the 25-30 minute training. Register for this session here.

- **A Complete Toolkit to Conduct Focus Groups (12:00-1:00 pm):** The Center for Community College Student Engagement (CCCSE) will discuss their Focus Group Toolkit which includes a comprehensive guide to conducting focus group and specific guides with questions targeted at full-time and part-time students, entering and returning students, and faculty and student services staff. Colleges can use this toolkit to quickly conduct focus groups on campus. Register for this session here.

Submit Data for the Governor's Dashboard by January 12th

The MCSS is conducting the annual data collection for the Governor's Dashboard and 13 colleges have submitted data. Thank you! The data your college reports is aggregated into three statewide metrics. The metrics include fall to next term retention, incidence of developmental education, successful completion or transfer after six years. The submission deadline is Friday, January 12, 2018 and can be submitted through a survey available here. This information is typically provided by the institutional research office so this information was also shared with the Michigan Community College Collaborative for Accountability, Research and Effectiveness (MCCCARE).

$500 Kognito Challenge Grant

The Consortium of Michigan Veteran Educators (CMVE) kicked off its Kognito Challenge Grants, allowing colleges and universities to earn $500 in support of their military-connected students by boosting campus participation with Kognito's *Veterans on Campus* interactive online training module geared toward improving military cultural competencies across campus. In 2016, CMVE purchased a 2-year agreement licensing all public colleges and universities for free, unlimited access to the tool through June 2018. CMVE's goal is for 5,000 faculty and staff around the state to complete the modules and, as part of this challenge, each campus has a unique target to hit based on their share of undergraduate enrollment to receive their sub-grant. More details and an institutional progress chart is available on the CMVE website.

How Effectively Does Your College Serve Transfer Students?

The Community College Research Center published a guide to help community colleges measure how effectively they serve transfer students. The guide provides step-by-step instructions using National Student Clearinghouse data to determine your transfer-out-rate, transfer-with-award rate, bachelor's completion rate, most productive transfer partners and analyses of subgroups. You can compare your college's results to state and national data in the NSC Signature Report 13.

Guided Pathways Demystified II with NCII (November 13, 2017) The recording of the webinar can be viewed here and the slides are available here. The Guided Pathways Demystified I and II are available here.

Marketing Reverse Transfer in Michigan Webinar Recording Available

MCSS debuted the digital marketing kit that is available for institutional use during its October 22, 2017 webinar that also featured insights from the National Student Clearinghouse on the state of RT nationally. The webinar recording is now posted on the MCSS website along with the complete slide deck which includes the embedded digital marketing kit available for institutions to download. Contact Katie Giardello with questions.

MCSS Releases new brief on skills builders

The MCSS released a new brief and accompanying research paper identifying *skills builders* at Michigan community colleges. Skills builders are defined as career and technical education (CTE)-focused students who attend community college for a short period of time, succeed in their courses at an exceptionally high rate, frequently experience an earnings boost, but rarely complete a credential or transfer. The brief identifies the prevalence of skills builders, demographic and enrollment characteristics, program areas, and labor market outcomes. The brief shares how colleges can identify skills builders on their own campus and summarizes implications for policy and practice.

Save the Date for Upcoming MCSS Events

Please save the date for winter and spring MCSS events and activities. Contact [Erica Orians](#) with questions.

- February 2, 2018: Michigan Student Success *Virtual* Network Meeting will focus on Free Tools to Support Student Success by webinar
- April 12, 2018: Guided Pathways 2.0 Institute II for Mentor Circle Colleges at Jackson College
- April 13, 2018: Michigan Student Success Network Meeting for all colleges at Jackson College
- May 18, 2018: Pathways Faculty Summit for faculty in four disciplines in Lansing
- May 22-24, 2018: Regional Faculty Conversations for all colleges at TBD locations
- June 27, 2018: Guided Pathways Leads Retreat for Mentor Circle Colleges in Lansing
- July 11, 2018: Michigan Student Success Network Meeting for all colleges at TBD location

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Additional Items – not in handout – Governor's Metrics are due to MCCA January 12, 2018 (this Friday).

Colleges submitting data to the VFA via the RAW file upload method will have the added benefit of this data being using to satisfy the KPI measure that will be used to evaluate the Guided Pathway Initiative.

Treasurer's report – Naomi Livengood – Current balance $5,167.65; there were no questions. Discussion of membership due amounts for the 2018 year was had. Naomi presented a handout with 4 options and the projected balance for each as of September 2019. The motion by Dana C, seconded by Mark C was to keep membership at $50 for an individual and $100 for a group from a college. The vote was 13 in favor and 1 not in favor. Naomi will get invoices out to the colleges prior to the March 2018 meeting. Invoices will be emailed to the current primary contact listed in Naomi's contact directory for each college. The directory was circulated for the colleges present to update the contact information.

The group discussed the renewed focus on Assessment and Program Review. Kellogg reported they are starting from ground zero on assessment with it being faculty driven. KVCC reported that the responsibility for assessment is in the instructional side of the college and IR is doing nothing with it. West Shore reported they have monitoring from HLC in assessment and program review. Faculty and IR are in the process of doing curriculum mapping for assessment. IR and the business office has developed a program review model. Montcalm reported they have monitoring in assessment from HLC. It is going to be faculty driven, with program/course outcomes, and IR/IE will only be in a supporting role. The reports that show results need to be developed. They will be using Curriculog for course/program change information storage. Kirtland reported they have monitoring in assessment from HLC. General Education outcomes at the institution level are in place and assessment data is being collected – the issue is participation and standardization. Outcomes for programs/courses need to be better developed. The process is faculty driven with support from the Center for Teaching and Learning. Lansing reported that it did not get monitoring, only a warning. They hired a separate Director of Assessment plus an addition Analyst – faculty develop the assessments to measure the outcome the faculty decide upon for the program and courses – they agree on a rubric. Reports are returned each semester and improvements are planned. The director meets with each program monthly to keep things on track.

The group discussed VFA for 2018. The data entry cycle will be open March to June. Guided Pathways will be using the data for the KPIs if the college uploads the RAW file import on each student. Level 1 of

VFA is again included in your annual college dues. Last year 24 of 28 Michigan community colleges participated.

The group discussed Gainful Employment reporting for 2018. An announcement regarding the deadline to update the templates on your website for Certificate program has not yet been released.

The group discussed the IPEDS new student outcome measures survey. Eileen said that the FAQs are the best guidance for completing this report accurately. It has changed significantly from last year. It is full year. Cohort year is 2009-10. The four cohorts of degree/certificate-seeking undergraduates are: First-time, full-time entering (FTFT); First-time, part-time entering (FTPT); Non-first-time, full-time entering (NFTFT); Non-first-time, part-time entering (NFTPT). Then each of these needs to be broken out by Pell recipient and Non-Pell recipient. Reporting periods at the 4 year, 6 year and 8 year marks.

IPEDS changes for 2018-19. There are NONE.

Update on Sector Strategies and the Perkins website. A MCCDEC committee is compiling a list of updates needed to the michigancc.net website. MCCCARE members should look for an email that will detail how they can submit their reviews/lists. The Perkins Core Indicators have been released in preliminary preview on the website by Kelley Simmons. There will be a new single source email released by the unit at the MCCDEC meeting tomorrow.

A STARR update was provided. Fields that will be added or changed in the 2018 version are: Special Populations, Pell Grant, CTE, Academic Award level, Degree or Certificate Seeking Student, and Student Level. The timeline for the STARR collection will be the same as last year with the deadline for submission in October 2018. More information will be shared at the March 2018 MCCCARE meeting about the final changes to the STARR schema.

The mischooldata.org website has changed significantly as part of the 'Parent Dashboard' Initiative at the state level. Go review the website if you have not already done so.

There is discussion at CEPI of eliminating the CSV to XML converted tool and instead allowing college to upload a CSV file directly. The need for good data error messages from the new system is very important to the MCCCARE group – this was a strength of the CSV to XML converter tool developed at Lake Michigan College.

CEPI will be taking over the responsibility of reporting Pell and TIP information at the State level.

CEPI will be taking over the responsibility of reporting Awards Conferred at the State level. The October 2017 STARR submission was the first pilot for this – please review the numbers for accuracy that CEPI provided. The 2018 STARR submission will be used for Awards Conferred reporting.

Nominations for Vice Chair – Eileen Brennan (accepted nomination). Motioned by Dan M and seconded by Dana C. Motion carried.

Nominations for Secretary – Mike Myers (Nick will email him regarding acceptance of the nomination). Motioned by Lisa L and seconded by Mark C. Motion carried.

The ACS databooks have been released. Both the pdf and Excel version are available on the michigancc.net website under the header of ACS.

ACS will have a name change to the Michigan Postsecondary Data Inventory (MPDI). The community college side of this new reporting website being developed by CEPI will be MCCDI (Michigan Community College Data Inventory).

MPDI will be new for reporting in October/November 2018. Reports that will be submitted there include: Revenues (formerly ACS 5), Expenses & Utilities (formerly ACS 3 & 7), Enrollment (formerly ACS 6), Tuition & Fees, Human Resources Employee FTE (new) and College Net Position (new). These report input screen and there corresponding output reports have been developed by the ACS Taskforce and CEPI.   The new output reports will start brand new with only the one year of data submitted in 2018, then as years pass grow to have 10 years of history in many of the report tables. There is a group of colleges that will be beta testing the input screens in March 2018.   The Financial Aid report that was proposed for collection has been placed on hold and will be developed in the future as part of the reporting required of community colleges (similar to the HEIDI student financial aid reporting that universities do annually). Training on the new MPDI will be happening in early summer and will be provided by CEPI.

Discussion about the Annual Data Workshop occurred. The date will be similar to prior years – held at the end of July/beginning of August – the location will probably be Lansing (maybe LCC West). A committee under MCCDEC is working to finalize these questions and determine the speaker/topics/sessions for the Data Workshop. The following were suggested for speaker or sessions: the MSU transfer success presentation from the Mi/AIR conference, Clearinghouse specifically on general education transfer measures reporting, IPEDS trainer specifically on Outcome Measures, MCCA Board member/president to give a motivational speech about data and decisions, and lastly, just a simple motivational speaker (bright future).

The MCCDEC agenda for Friday, January 12, 2018 was reviewed. An update on the current MCCDEC projects, including the Licensure/Accreditation database was given by Eileen. The MCCDEC subcommittee is looking at the bids received for the 2 pieces to the Licensure/Accreditation database project – the infrastructure and the content. The bids should be awarded within the next month and then the development will begin, with completion, hopefully, in time for use in next year's data reporting.

Requested for any new business – none.

Next Meeting – Thursday March 22, 2018 at MCCA in Lansing.

Adjournment – motion Dan M, second Mark C. Motion carried.