Winter 2021 Meeting

Dates: February 11-12, 2020

Zoom

Thursday February 11th

* Welcome from RPC President (Allison Phayre)
* Welcome from Olympic College President Marty Cavalluzzi and WACTC update
	+ Spoke at length about the pandemic and the timeframe for reopening. He noted that there was a lot of uncertainty about when colleges could open and be in fully face to face classes. The pandemic has had a negative impact on enrollment. The system has faced a lot of adversity.
	+ There could be legislation calling for a 70-30 full time to part time faculty split.
	+ Said we should consider the degrees and certificates awarded by the program. If there are not many awards being generated by a program, then there could be an opportunity for cost savings.
	+ Covid testing for open athletics would be very expensive.
* New Accreditation Standards - Dr. Selena Grace, NWCCU
	+ Changing demographics of students, impact of the pandemic, and financial challenges are impacting colleges nationwide.
	+ Politically, there is a focus on how colleges are helping students develop the skills they need. Cognitive skills, technical skills.
	+ How are colleges addressing equity? How are colleges ensuring equal treatment and equal opportunity for students?
	+ Federal government involvement with accreditation is focused on accountability. Accreditation does not intend to be a heavy handed entity and they intend to work with colleges.
	+ NWCCU’s vision is to promote student success and close equity gaps. Focus on how colleges are disaggregating their data to explore these issues. Standards reflect these priorities.
	+ Standard elements have been significantly reduced. Core theme reporting reduced/eliminated. Changes were based on feedback from member institutions. Focus on data breakouts as well as comparing institutions with peers.
	+ They are about purpose and not process.
	+ New requirement – comparative reporting with benchmarking institutions. At both the regional and national level. Can compare ourselves with any other college. Peer review teams will allow for some grace as colleges figure these new standards out.
	+ New emphasis on student learning.
	+ Required list of demographic breakouts for reporting – race, gender, low income status, etc.
	+ Recommends that RPC members spend some time looking at the NWCCU handbook rubrics and appendices.
	+ Minimum reporting on student outcomes is institution specific and institutions do not need to produce ALL breakouts if not needed. We need to do it and explain why we are doing it that way.
	+ Suggests colleges use 5-15 peers. Colleges can still do comparisons with aggregated data from all system colleges. Ultimately, colleges simply need to be able to explain why they are doing what they are doing.
	+ Peer comparison results must be presented publicly in some form.
	+ Peer comparison elements of new standards may seem some revision going forward.
* Post-Secondary Data Partnership - Commission Consensus Opinion
	+ YVCC is just beginning the process. They were approached by NWCCU to participate in the PDP as part of a Gates grant. Have not yet used the data. The networking has been great for YVCC to get in touch with colleges outside of the state of Washington. They have not used the VFA.
	+ CBC found that discussion around differing definitions of metrics was labor intensive. Focus of the discussions were on how PDP metrics were defined as opposed to what story the metrics were telling. They are not sure if they will continue to use the PDP after their grant funding expires.
	+ The primary issue of concern is the PDP represents new data that needs to be explained to non-IR personnel who may be overwhelmed by it.
	+ A CEMLI may be needed for ctclink colleges. Each college may pull the PDP data in a slightly different manner if there is no system wide standard.
	+ Colleges do national benchmarking for different reasons. Some colleges do it for their allocation and will inflate their figures.
	+ Different states collect college data in much different manners and this can make it difficult to interpret.
	+ College stakeholders may find that national data does not really relate to their college.
	+ Colleges that cannot afford to participate cannot get their data.
* Consensus opinion to share with Ed Services/WACTC
	+ RPC will consolidate its opinion on the PDP into a memo. RPC will vote on the memo and then share it with Ed Services if the vote passes.
* Professional Development: Equity in Institutional Research Practices - Dr. Ellen Peters, University of Puget Sound
	+ Dr. Ellen Peters discussed how a survey focused on diversity was developed and implemented at her college.
	+ Previous version needed to be improved.
	+ Survey was something developed by a diversity advisory committee that was pulled together by a chief diversity officer.
	+ Survey was shortened and changed to make it easier to analyze.
	+ RPC members broke out in groups then to discuss issues and what an example set of data showed.

Friday, February 12th

* State Board Updates
	+ Kristi Wellington Baker – Student Success Center
		- Priority for year to intentionally structure student voice into design process at scale – developed a guided pathways student fellowship. Give students a chance to connect with a project that they identify based on their student experience. The students may need a research mentor – helping them learn what data they have access to. They would need 8 research mentors to help them look for data. Kristi would like some volunteers from RPC. Time commitment would be around 1-3 hours a month for a few months. There is no weekly check in. They would like volunteers by the first of march.
	+ There are two bills that should be on RPC’s radar. Both related to diversity, equity, and inclusion.
		- Bill 5194 – trying to address the apparent lack of support services to students. Colleges will need to develop an inclusion plan. Some parts of the bill may pull SBCTC in via having to develop a model campus climate survey for system colleges to follow. This was a heavy workload for SBCTC to complete. Would be a burden for SBCTC. Some components will establish a minimum ratio of tenure track faculty. Some accountability reporting for guided pathways which would be duplicative with other work.
		- Senate bill 5227 – Calls for colleges to develop a plan for inclusion and diversity. Requires all colleges to conduct campus climate assessments annually to help develop DEI plans. Also calls for program review showing a difference in terms of before and after. Contains many prescriptive methodological elements.
	+ Equitable access to Running Start. Partnering with OSPI to better reach more families.
	+ Guided pathways templates released in March and will be due in mid may.
	+ Tom Mankovich – Optional Peer Comparison functionality will soon be added to the FTEC dashboard. Functionality was demonstrated and will be rolled out as soon as possible. One driving principle of the dashboard was simplicity.
	+ Race/Ethnicity Disaggregation Options in Reporting Tools.
		- SBCTC will soon be doing webinars with non-IR personnel to teach folks about options for breaking FTEC data out by demographic variables such as the historically underserved variable. Will also demonstrate how to view race/ethnicity using race/ethnicity alone vs alone or in combination. Will also direct attendees towards their IR offices for demographic reports for census code level analyses. Some colleges are using census code level analyses. The webinars will be recorded.
* RPC Business Meeting
	+ Roll call
		- A quorum was established-

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| College (x = here/present) Winter 2021 RPC | Status |
| Bates Technical College  | x |
| Bellevue College  | x |
| Bellingham Technical College  |   |
| Big Bend Community College  | x |
| Cascadia Community College  | x |
| Centralia College  | x |
| Clark College  |   |
| Clover Park Technical College  | x |
| Columbia Basin College  | x |
| Edmonds Community College  | x |
| Everett Community College  | x |
| Grays Harbor College  | x |
| Green River Community College  | x |
| Highline College  | x |
| Lake Washington Institute of Technology  | x |
| Lower Columbia College  | x |
| Olympic College  | x |
| Peninsula College  | x |
| Pierce (District Office)  | x |
| Pierce College  | x |
| Renton Technical College  | x |
| North Seattle College  | x |
| Seattle Central College  | x |
| Seattle Colleges (District Office)   |   |
| South Seattle College  | x |
| Shoreline Community College  | x |
| Skagit Valley College   | x |
| South Puget Sound Community College  | x |
| Spokane (District Office)   |   |
| Spokane Community College  |   |
| Spokane Falls Community College  |   |
| Tacoma Community College  | x |
| Walla Walla Community College  | x |
| Wenatchee Valley College  | x |
| Whatcom Community College  | x |
| Yakima Valley Community College  | x |

* + Approval of Fall 2020 meeting minutes
		- The Fall 2020 meeting minutes were approved.
	+ RPC Treasurer’s Report
		- [Winter 2021 Treasurer’s report](https://drive.google.com/file/d/1v68N8LbSjw4gmH3apZDmDhnLjHRHO4Cj/view?usp=sharing)
	+ Elections & Revised Bylaws
		- Committee has been formed to find candidates.
		- Bylaws were revised to help fill spots on state committees if there is a lack of volunteers from within RPC. RPC may need to move to a rotational model if there are no volunteers.
	+ RPC President’s Report – Ed Services
		- They want to continue their engagement with ‘promising practices’ for SEM. A series of webinars will be offered on promising strategies. K-12 engagement will be one of the initial topics for these webinars. How student progress is tracked is another issue.
		- Enrollment drops were also discussed.
		- Student advocacy group that has ebbed and flowed in terms of activity. WACTC may help them develop a plan and pursue issues that are system priorities so that their advocacy is more constructive.
		- SBCTC has a new director for Equity and Diversity. She will be leading a workgroup focused on how financial aid policies are impacting equity and access of students from historically underserved communities.
		- WSSC is heavily focused on CTClink implementation. They are also concerned with accessibility issues. They want to see better communication and real movement on action items that can be left unaddressed for several months.
		- Instruction commission is dealing with demands for bargaining over high impact funding under bill 2518. There is a lot of back and forth over legislative intent.
		- Considering the feedback that has been received around modality coding – synchronous vs asynchronous replacing hybrid.
		- ITC – focus on data governance.
		- State and Instruction are looking to develop more MRPs and structure within areas of study and in academic transfer areas.
	+ WACTC Technology Committee - Kelley Sadler
		- Met in January. There will be a focus on communication and how to work through a request. Strategic technology advisory committee provides support for 3rd party tools and how they interact with CTClink.
		- Accessibility in Ctclink will now have updates shared with folks monthly.
		- CTClink committee update. DG4 was a go. Management of a project remotely is a challenge. DG5 will do data validation in march.
		- Concerns shared with responsiveness seem to be heard. More personnel will be hired for future “go lives”.
	+ CtcLink Steering Committee - Carly Haddon
		- Charter handles schedule changes, changes on global configurations, this group is focused on implementation. Meets biweekly and more often sometimes.
		- DG4 went live recently. They are still in the yellow stage with regards to some issues around student financials. Seems to have gone a lot better than previous roll outs.
		- Committee has put an emphasis on exploring accessibility of tools as they come online.
		- Budget planning tool will come online soon although only one college has volunteered as a beta tester.
	+ Data Governance Committee - Co-Chair Jennifer Tuia
		- Class modality codes need to be updated and went through the ranks of the system before going to data governance. RPC’s feedback on these proposed codes have been heard. 2nd digit of modality code can be used asynchronous and synchronous status as an option. Data alert will soon come out.
		- Webinars in CTClink can result in other colleges seeing other colleges data. Violation of FERPA. Solution could involve an MOU. AAG from SBCTC will weigh in.
		- Facility ID management. Folks are changing codes in the system and this is causing problems. Training will be implemented to prevent this going forward.
		- Query governance subcommittee was formed. There are currently thousands of queries to help make this more manageable.
		- Global FERPA policy needs to be implemented across the system. Will need to categorize the most sensitive data and restrict access to the most sensitive data. Cannot restrict access to EmplID since it is on almost every screen.
		- Demographic subcommittee has been formed. Purpose statement has been written. Use and equity of demographic information is their focus.
	+ Strategic Technology Committee - Wendy Hall & Joe Duggan
		- Advising WACTC on technology investment decisions. System spends a lot of money on technology.
		- They are working on a strategic plan, process for doing system level purchases, and communication strategies.
		- Accessibility and technology are an issue of focus.
		- Promote the responsible use of state resources.
	+ ITC Representative - Neal Parker
		- Work is proceeding well for planning for the joint meeting in the spring.
	+ Sexual Orientation & Gender Identity Task Force - Victoria Ichungwa
		- Group has wrapped up work.
	+ OAA (Online Admissions Application) - Sheila Delquadri, Sally Jackson
		- Work is ongoing. Focus on software development and if questions are asked in the appropriate manner to get the correct data. Accessibility issues need to still be addressed.
		- New Online Application has been launched.
	+ Data Governance BioDemo Membership - Samantha Dana, Stephanie Dykes, Jon Bolas, Fia Eliasson-Creek, Rosalie Roberts, Shelby Winters
		- Group is weighing things very heavily and considering in detail what variables should be added.
		- Membership is not just within RPC.
		- Purpose statement is in a draft form. Thinktank for these issues while data governance is the implementation.
	+ RPC Committee Report Outs and Feedback
		- Guided Pathways
			* Discussions around impending data questions around work at individual colleges. What are we doing about meta-majors? How would student outcomes be reported on by meta-majors? Reporting would only be required by College Spark. SBCTC would not be able to pull this data for colleges. Meta-majors could be too broad for outcomes?
			* Upcoming need to report gatekeeper courses. What data can be used to identify these courses.
			* What reporting is being done for guided pathways that was not being done before?
		- ctcLink
			* Formed three work groups within the committee.
				+ ITC joint meeting planning

RPC Panel to talk about reporting in CTClink

ITC Panel on datalink

Strategic technology update from ITC

Will discuss future collaboration with ITC – info will be captured in a google doc.

* + - * + Data Warehouse group

Define and review changes from legacy to ctclink

Will try to add info for gotchas in transition that would be helpful for researchers.

Adding a first generation field to the data warehouse.

Some legacy colleges have been tracking that while some have not.

Peoplesoft uses student groups for that but the information is optional for students to provide.

* + - * + Reporting practices and resources group

Some items from previous best practices documents developed previously could be meaningful.

Will aim to create a survival kit for ctclink transition.

* + - Accreditation
			* Standing committee since accreditation will never go away.
			* Provides professional development for accreditation.
			* Discussed that there were inconsistencies in messaging from NWCCU.
			* Looking to publish a list of what exactly needs to be published on our website.
			* Shelia is on the NWCCU data council where she can communicate some of the issues we are seeing. Recommendations for clarity and consistency will be made to the NWCCU.
			* Talked about planning for a joint ITC meeting. Maybe this meeting would be a good opportunity to talk about posting data on college websites.
			* Next year will bring in a panel of folks from colleges that have gone through visits.
			* Anne Marie will send out a request for you to review whether your accreditation links are up to date in the system list.
		- Research Ethics
			* Purpose is to increase human research competency through the system as well as increase IRB access.
			* Have posted an IRB inventory for colleges to use.
			* Compile a common resource repository for IRB work.
			* Will not offer a canvas IRB course since they cannot offer certification.
		- By-Laws Work Group
			* Focused on proposed bylaw changes.
			* This group or a group like it will be asked to continue their work if RPC continues to have trouble getting volunteers to serve on RPC committees or on RPC exec.
* New RPC business items (if any)
	+ PDP Memo
		- Will be drafted by a small committee and then voted on by the RPC. Draft document is on RPC google docs.
		- Documents will be shared with Ed Services and will likely reach the NWCCU eventually.
		- We will aim for a professional tone while still sharing our concerns.
* Future meeting agenda items
	+ Tableau server load; alternatives
		- Tableau server has too much data on it.
		- RPC needs to start self-regulating or IT will start doing it for us.
	+ RPC may need to do more meetings in light of workload.
* Meeting Adjourns