This meeting focused upon the identification of data and artifacts depicting progress on each of the College’s three Action Projects as well as discussion of current obstacles or sticking points to progress.

**Action Project #1:** Increase cross-departmental collaboration through use of data and technology with the focus of improving student learning. The following achievements were discussed regarding progress on this action project:

a) New program review process being piloted by the Agriculture Department is progressing well with an applied program tracking document being used. In addition there is interest in developing a pilot project related to standards-based assessment and grading.

b) New Instruction Branch reports (i.e. program data, loading report, enrollment statistics) are beginning to be used.

c) Lack of clear direction and agreement on how to identify institutional level outcomes and remains an obstacle for KFI 1.1 Learning Results committee. A status report from this committee will be sought regarding strategies for making needed progress.

d) Process improvements in the area of Student Satisfaction Surveys continue to be refined. Graduate Follow-Up Surveys are now being conducted in an online format.

e) The College is moving ahead with the development of web-based data analysis tools (i.e. i-Strategies and Higher Education Analytics.)

f) The College is also moving ahead with the implementation of an individual web portal for each employee (i.e. Active Campus).

g) Institutional Effectiveness has created a single access point for various campus studies, reports, etc. related to enrollment, learner engagement, learner success, and other compliance reports.

**Action Project #2:** Increase personalization through improved orientation, advisement, and placement processes. The following achievements were discussed regarding progress on this action project:

a) Status report and artifact on the implementation timeline of e-Advising (Eagle View) was distributed.

b) Draft content of a Student Engagement Brochure was shared as a method for increasing college-wide awareness of Kirkwood students’ performance on the Community College Survey of Student Engagement (CCSSE).

c) An inventory of student satisfaction survey instruments was submitted. Discussion on how to simplify and clarify this survey process was discussed. Use of the Community College Survey of Student Engagement (CCSSE) with 5-6 customized satisfaction items was discussed. A KFI subcommittee will make a recommendation by June, 2008.

d) A progress report from the KFI 2.1 Advisement Subcommittee members was conducted. An artifact of “advising Ratios for Fall 2007” was distributed. This group is seeking additional input from Deans and faculty in terms of its direction.

**Action Project #3:** Increase discipline and job-specific learning opportunities for all employees. The following achievements were discussed regarding progress on this action project:

a) 2007-08 Kirkwood Center for Excellence in Learning and Teaching (KCELT) is collecting data throughout this academic year related to session attendance, cancellation rates, and course satisfaction per target audiences. End of year data will be examined at the next meeting.

**Other**

Higher Learning Commission Action Project Progress Report will be sent to committee members for feedback prior to submission.

Meeting adjourned at 4:20 PM  **Next Meeting:** June 23, 2008 3:00 – 4:30 PM