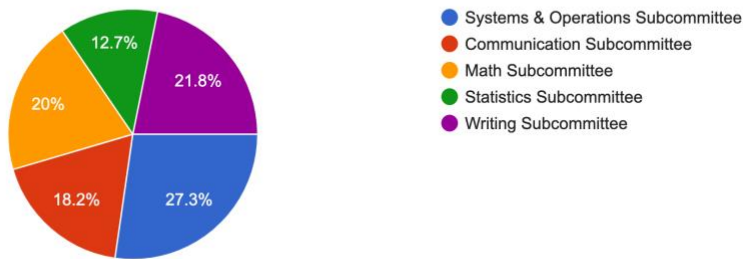


F2022 CCN Subcommittee, Post-survey

A survey with 10 questions was shared with all CCN Subcommittee members in November 2022. Of the 80 members, 55 responses were received as of November 21.

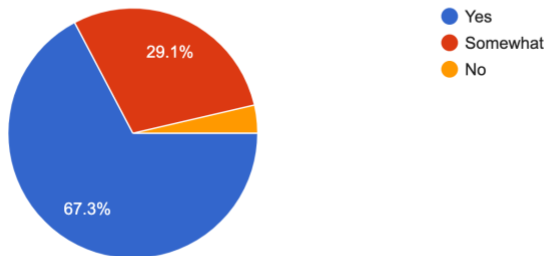
Q1: Please indicate your subcommittee.

55 responses



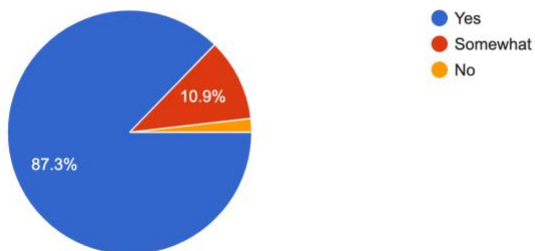
Q2: Do you feel you had a clear understanding of the structure and purpose of this subcommittee?

55 responses



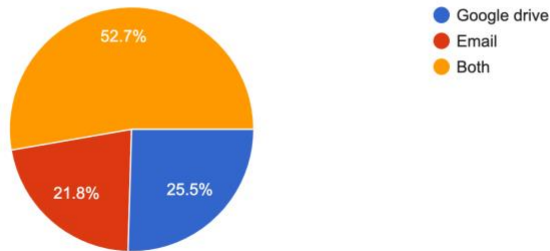
Q3: Were agendas provided prior to the meetings?

55 responses



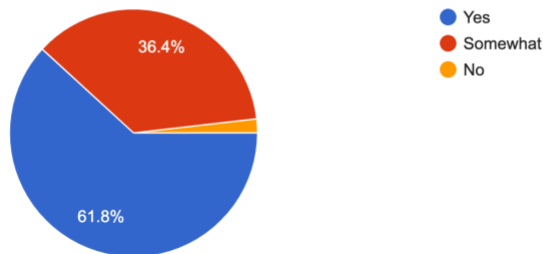
Q4: Did you access agendas through Google drive or via email?

55 responses

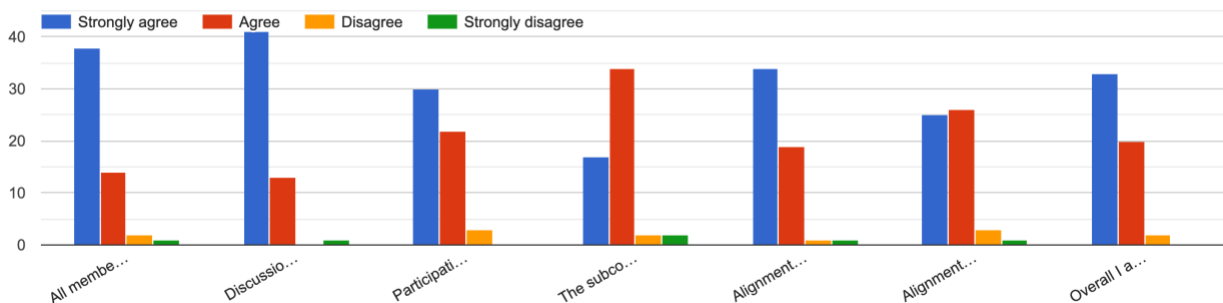


Q5: Were subcommittee members given adequate information to make informed decisions and recommendations?

55 responses



Q6: Please rate the following statements.



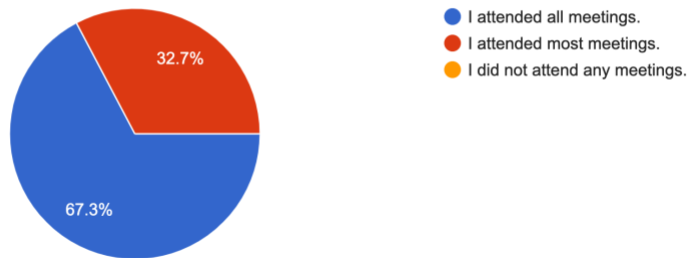
Statements in the chart:

- All members were encouraged to be actively involved.
- Discussions were collegial and differing opinions were respected.
- Participation in the subcommittee was meaningful and important to me.

- The subcommittee charge was understood, and the members worked toward completing the charge.
- Alignment work was collaborative.
- Alignment work was the result of contemplation and research.
- Overall, I am satisfied with the subcommittee's performance.

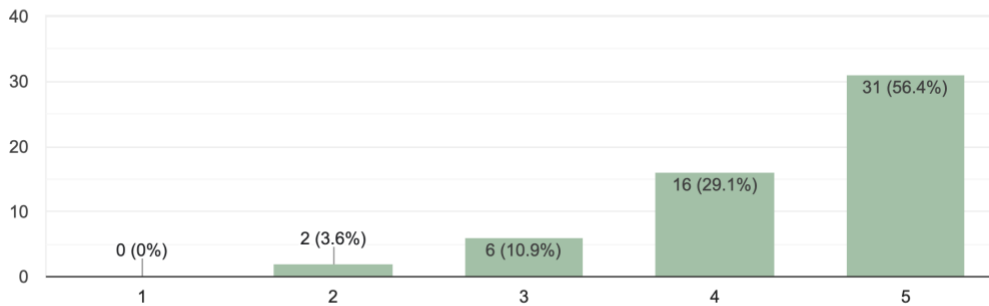
Q7: How often were you able to attend subcommittee meetings?

55 responses



Q8: How responsive were HECC staff to the needs of the subcommittee?

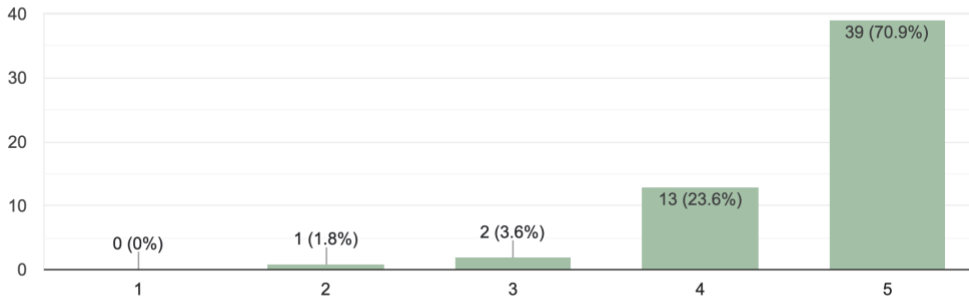
55 responses



1 = not responsive at all, 5 = very responsive

Q9: How responsive were Chairs/Co-chairs to the needs of the subcommittee?

55 responses



1 = not responsive at all, 5 = very responsive

Q10: Please share comments and feedback on your participation and experience in a CCN subcommittee. Responses will be used to improve subcommittees next year. (33 responses; information here is a combination of responses and not all information is verbatim)

Key Takeaways:

- The HECC and Transfer Council need to spend more time preparing (e.g., anticipating questions, developing the process for implementing CCN) before subcommittees convene.
- Clearly outline the role of HECCs support staff in subcommittee meetings.
- The Transfer council and HECC must be more involved in this work. The lack of preparation when it came to even the basics was deeply concerning.
- Confusion about interpretation of the subcommittee charge delayed the progress of the group. Hopefully this will be less of a problem in the future.
- Clearly establish roles and responsibilities early on (e.g., Transfer Council, the HECC, Subcommittee Chairs).
- Limit the number of Chairs on a committee (suggested no more than two).
- Have a job description for Chairs.
- Chair/Co-chairs need to be able to use Google docs, to make it easier to share the right version of documents and to facilitate collaboration on documents.
- Members and facilitators need training in conflict resolution and dealing with bias.
- Share agendas at least a week before meetings.
- Convene subcommittees as early as possible, to provide sufficient time for work.
- Discuss the Subcommittee charge early and field questions until all members understand their obligations as members.

- Create an orientation for subcommittee members that considers lessons learned from the first round. Make this orientation asynchronous, so members added during the year can access the same onboarding process as everyone else.
- Encourage collegiality and recognize (equitably) contributions from community colleges and universities.
- Encourage those who are reticent to contribute. If a member dominates the conversation, invite alternate opinions.
- Use straw polls early on, to gauge support for decisions. Wait until later meetings to vote.
- Consider wording when aligning consecutive courses. Choices and/or language made for one class may impact other courses in a sequence. Be ready to revise and modify courses to maintain consistency within courses in a sequence. Waiting to vote makes this easier.
- Subcommittee members need to prioritize meetings and participation. Admin at institutions need to support subcommittee members by providing time to complete subcommittee work. Institutions unable to support subcommittee volunteers (e.g., some form of compensation) should evaluate their commitment to the process and their willingness to join the conversation.
- Representation on subcommittees is inequitable, because there are 17 community colleges and 7 OPU's, but subcommittees have 8 members from each group. This means universities have more power in subcommittees.
- Subcommittee members need to be adequately informed about their role and about the necessary mindset needed to make the committee work well and produce good results. Members need to stop focusing on "their course" and instead focus on the ideal set of transferrable objectives, to prioritize students.
- Work with members to find meeting times that work for everyone. Ask members to work with Chairs and Admins to ensure they have time to participate in work.
- Have a process for contacting subcommittee members who fail to show up for meetings. Replace members who cannot participate.
- Future subcommittees should plan to meet for at least two hours at a time once or twice a week. Groups cannot meet for one hour every other week and expect to accomplish anything significant.
- Allow for plenty of time and anticipate that there will be additional issues that may come up beyond what we discovered (like the question about whether we were writing a course description for syllabi or catalogs.) Systems and Operations need to be available to answer questions.
- Faculty subcommittees should never be expected to work when they are off contract without being compensated by their institutions or the state.
- Understand that the work of the subcommittee may go beyond approving CCN courses.
- Community colleges not represented on a subcommittee should be contacted and consulted during discussions. Their concerns should be considered, and their feedback included in decision making.
- Clearly communicate a process for communication between subcommittees.

What went well (verbatim comments):

- A fantastic group of people. I would collaborate with them as much as possible. Delightful, effective experience.
- The subcommittee and Jane did amazing work together. I want to make clear that I am thankful to Jane for all of the work she put in. Jane was extremely helpful and did her absolute best to accommodate and help us.
- I was very happy with the co-chairs and the HECC staff who helped us. I think we did great work!
- My school was very supportive and paid me to attend meetings.
- Our math committee had fantastic co-chairs. They clearly spent time outside of meetings organizing and preparing so that meetings could be efficient.
- I did appreciate the help and guidance of our HECC mentors throughout the process.
- This was a very collegial subcommittee. We worked well together, even after long days at work. The subcommittee was headed by 3 women, and they kept us organized and on track. A most pleasant experience, even when we might disagree.
- This group was a bit chaffed by the work at the beginning, but once we got down to the tasks at hand, I really enjoyed the work, and the conversations seemed productive. I'll be interested (and maybe even a little excited) to see/hear how the future updates meetings go.
- I expected this to be horrible. Instead, I really loved it. I mean I didn't love all of it. There's some real heartburn coming our way especially with the 3 or 4 credit move and I suspect there may also be pain as we find our schools increasingly only willing to let us teach the 3 classes that have been aligned. That said, I loved getting to meet my colleagues and getting to see some really masterful communication skills at work. I also enjoyed the way we really boiled things down to their essence.
- I think you, Jane, did a great job of helping defuse and address that, as well as helping people to understand what we were and weren't responsible to do or decide. I really enjoyed working with you and I think you did a great job of helping, leading and keeping us going without interfering (not an easy balance I suspect). I understand that it was a changing process but that also made it hard I think for all of us, you included to know exactly how we needed to proceed. I was really proud of the work we did and I am proud of the spirit of cooperative deliberation that I think guided our work.
- However, I questions were generally answered with the needed specificity. I think moving forward, because of the work and questions of these subcommittees, it will be easier to define the charge to groups going forward.
- Just joined the sub-committee (two meetings to date). Impressed with the group and the leadership and facilitators for [t]he group.
- I appreciate all the effort and time committed to the subcommittee work.