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| --- | --- |
| AGENDA/MINUTES | |
| Team Name | Accreditation Core Team |
| Date | 5/8/2017 |
| Time | 2:30 – 3:30 p.m. |
| Location | S-139/GoToMeeting |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Facilitator | | Elaine Simmons | | | | | Recorder | Sarah Riegel | | | |
| Team members | | | | | | | | | | Present X  Absent O | |
| x | Randy Thode | | x | Jo Harrington | x | Cathie Oshiro | | | x | | Myrna Perkins |
| x | Brenda Moreno | | x | Charles Perkins |  |  | | |  | |  |
| Topics/Notes | | | | | | | | | | | Reporter |
| Myrna HLC Conference Update   * Program review templates from other schools were impressive   + She will send out examples to the team * Criterion 1.C. – diversity of thought not just race or ethnicity   + Need to keep this in mind * Federal compliance review – assignment of credit hours   + Jenna and Myrna are putting together a presentation * Using data and analytics in student success | | | | | | | | | | | Myrna Perkins |
| Regional Assessment Conference   * Jo and Randy attended this conference last week * Claims we make on the website – are they accurate? * Student expectations – flexible pace programs, 12 week sessions (Johnson County is doing this)   + Would need support staff after hours and on weekends to accommodate this * Need to link to the mission statement for accreditation | | | | | | | | | | | Randy Thode |
| Charles HLC Conference Update   * Attended several sessions on what happens if we fail accreditation – no major legal implications | | | | | | | | | | | Charles Perkins |
| Assessment Website   * Met with Brandon and Samantha about redoing the assessment website and IR/IE pages next January – already have meeting on the calendar in preparation for this * Cathie: How do we determine what goes on the internal website versus the external website? This links to transparency. | | | | | | | | | | | Charles Perkins |
| Assurance System   * Teressa has everything except component 3.D. in the assurance system | | | | | | | | | | | Cathie Oshiro |
| Faculty Handbook Update   * Sarah reviewed our faculty handbook in comparison to 4 others local community colleges and sent findings to Elaine * Our faculty handbook needs lots of work, it’s not up to par * Elaine will work on a draft * Cathie will send Elaine Bill Nash’s two faculty handbooks for comparison | | | | | | | | | | | Elaine Simmons |

**ENDS:**

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| ESSENTIAL SKILLS | “BARTON EXPERIENCE” |
| WORK PREPAREDNESS | REGIONAL WORKFORCE NEEDS |
| ACADEMIC ADVANCEMENT | SERVICE REGIONS |
| PERSONAL ENRICHMENT | STRATEGIC PLANNING |
| CONTINGENCY PLANNING |  |



***Barton Core Priorities/Strategic Plan Goals***

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| --- | --- |
| **Drive Student Success** | **Emphasize Institutional Effectiveness** |
| *1. Improve Student Success and Completion* | *6. Develop, enhance, and align business processes* |
| *2. Enhance the Quality of Teaching and Learning* | *7. Provide a welcoming and safe environment* |
|  |  |
| **Cultivate Community Engagement** | **Optimize Employee Experience** |
| *3. Cultivate and Strengthen Partnerships* | *8. Support a diverse culture in which employees are engaged and productive* |
| *4. Reinforce Public Recognition of Barton Community College* |  |
| *5. Provide Cultural and Learning Experiences for the community* |  |