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| AGENDA/MINUTES |
| Team Name | Accreditation Core Team |
| Date | 6/7/2017 |
| Time | 10:30 – 11:30 am |
| Location | S-139  |

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| --- | --- | --- | --- |
| Facilitator | Elaine Simmons | Recorder | Sarah Riegel  |
| Team members | Present XAbsent O |
| x | Randy Thode | x | Jo Harrington | x | Cathie Oshiro | x | Myrna Perkins |
| o | Brenda Moreno | x | Charles Perkins |  |  |  |  |
| Topics/Notes | Reporter |
| Assurance ArgumentMyrna * Core Component 2.E.1. – The institution provides effective oversight and support services to ensure the integrity of research and scholarly practice conducted by its [faculty](http://www.hlcommission.org/Criteria-Eligibility-and-Candidacy/glossary-new-criteria-for-accreditation.html), staff, and students.
	+ She wants guidance from the team on how to complete this item.
	+ Consensus from the team: put down that we don’t do it.
* Core Component 2.E.3. – The institution has and enforces policies on academic honesty and integrity.
	+ Where can information on substantive interaction with students be found?
		- In BOL contract (can get info from Claudia).

Cathie* Is working on Core Component 3.
	+ Teressa is working on testing links to put in argument.
* Faculty council website – working on updating.

Jo* Core Component 4.B. [Core Component 4B.pdf](Core%20Component%204B.pdf)
	+ Will schedule a working day with Randy and Cathie to work on when ready.

Randy* Will schedule meeting to discuss Core Component 5.
 | Team |
| Compliance articles<http://heag.us/3-steps-improve-compliance/><http://heag.us/accreditation-compliance-standards/> | Myrna |
| Update on recent Assessment Academy Response[Assessment Academy Response Version 4.pdf](Assessment%20Academy%20Response%20Version%204.pdf)[Project Detail.pdf](Project%20Detail.pdf)* Response was short, no issues, we’re doing well.
 | Jo |
| Update on assessment website progressWorking on… | Jo |
| Faculty Handbook update* There is one on the web but it is outdated.
* Cathie will reference this outdated version as current handbook.
* There will be a updated permanent handbook coming July 1 from the VP office.
 | Cathie |
| Membership update plans* Student Services rep – Angie Maddy
* Faculty rep – Elaine will visit with faculty council and ask for recommendations – needs to be a faculty member that can meet during the day and be willing to participate
* Administration rep – Mark Dean
 | Team |
| Meeting schedule – how often do we want to meet?* Monthly with the exception of May and December.
* Denise will schedule these out.
 | Team |
| Contractual/Consortial Agreements – We will discuss at the next meeting. | Myrna |
| Miscellaneous* Need to be sure to tie any work into mission and budget
	+ Cathie will send me statement to add to bottom of agenda
* Agenda template on web…get with Elaine to see if that’s what she wants everyone to use, let Charles know
 | Team |
| **Future items…*** Discuss documenting processes, need to be able to show proof of results
* Look at process methodology’s
 |  |

**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* |  |