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| AGENDA/MINUTES |
| Team Name | Accreditation Core Team |
| Date | 7/17/2017 |
| Time | 11:00 – 12:00 am |
| Location | S-139  |

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| --- | --- | --- | --- |
| Facilitator | Elaine Simmons | Recorder | Sarah Riegel  |
| Team members | Present XAbsent O |
| o | Randy Thode | x | Jo Harrington | x | Cathie Oshiro | x | Myrna Perkins |
| x | Brenda Moreno | x | Charles Perkins |  |  |  |  |
| Topics/Notes | Reporter |
| **Assurance Agreement Update*** Teressa has put 1 and 3 in the assurance file
* Cathie is creating the links – needs help from people checking the links, only got 2 responses
* Myrna is working on 5
* Cathie is working on 4
	+ She has concerns with 4c – retention rates, etc.
	+ What are our plans/goals?
		- All we have is what we did for KBOR and Title III – if Title III aligns with KBOR then go with that – KBOR is a 10% increase in retention and graduation by 2020 – Charles will get with Caicey on data
* Lock August 14 and then team is assigned, they read and provide us a report
	+ When locked it will be available on the T: drive
 | Cathie |
| **Institutional Effectiveness Sessions (GB, FR/Grandview and FL)/Data Reporting*** Presentation for board at August study session and August 9 training

* Data reporting – Elaine would like some meetings to discuss reporting – Caicey, Charles, Mark, Angie, Elaine, Randy
 | Charles |
| **Assessment Academy Progress*** Pulling institutional assessment data for board in Sept/Oct – Caicey wants data by August
* Working on training videos for CAT for adjuncts for the fall

**Assessment Website*** Leave current website alone until 90 days after lock date
* Charles will talk to Brandon to communicate this out to web editors

**Assessment Resources*** Jo sent Regina a list of books, etc. for the library
 | Jo |
| **Student Service Program Reviews*** Myrna will send us an electronic copy sample for financial aide

**Contractual/Consortia Agreements (noted on June’s minutes)/Ed2Go*** Ed2Go hasn’t been launched yet
* Unaccredited entity (3rd party instruction) providing instruction and we give the student credit need to have HLC approval – Elaine will have a meeting with Myrna, Karly, Jane to discuss

 | Myrna |
| **Program Review** | Randy/Elaine |
| **Membership Update (Mark, Angie, Mike, Peter and two potential adjuncts)*** Mark, Angie, Mike, Peter are on board
* Adjuncts are on board (Andrea Jones, Karey Marshall)
* Start in September, afternoon meetings, Denise will schedule
 | Elaine |
| **Future Discussions…*** Documenting processes and STARS (Outcomes, Assessment, Success and Accountability)
* HLC Identified Committees
* Criteria Review – overview of criteria/assumed practices for new people joining the meetings
* Job Descriptions
* Student Involvement/Advisory Council
* Agenda Template and Verbiage for Mission+ (who uses?)
* Departmental Reviews
 | Team |

**ENDS:**

|  |  |
| --- | --- |
| 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***

|  |  |
| --- | --- |
| **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* |  |