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| AGENDA/MINUTES | |
| Team Name | Accreditation Committee |
| Date | 19-Jan-2021 |
| Time | 2:00 pm |
| Location | Zoom  Myrna Perkins is inviting you to a scheduled Zoom meeting.  Join Zoom Meeting  <https://zoom.us/j/96228386115>  Meeting ID: 962 2838 6115  One tap mobile  +12532158782,,96228386115# US (Tacoma)  +13462487799,,96228386115# US (Houston) |

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| Facilitator | | Myrna Perkins | | | | | Recorder | Sarah Riegel | | |
| Team members | | | | | | | | | Present X  Absent O | |
| x | Elaine Simmons | | x | Angie Maddy | x | Mark Dean | | | x | Cathie Oshiro |
| x | Randy Thode | | x | Jo Harrington | x | Sarah Riegel | | | x | Myrna Perkins |
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| Guests | | | | | | | | | | |
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| Informational Items | | | | | | | | | |  |
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| Topics/Notes | | | | | | | | | | Reporter |
| * Accreditation Timeline | Year 8   + Located on the T drive under Accreditation | | | | | | | | | |  |
| * Additional Location Visit | Spring 2021   + Peer Reviewer is associated with McPherson College – Coleen Tyler   + Myrna sent her a welcome email and asked for dates that work for her   + Must have report to her 30 days prior to visit date   + Myrna will get Cathie a list of items we need to write to   + HLC just wants to see that we offer the same service and resources to the other locations | | | | | | | | | |  |
| * HLC Annual Conference | April 5 – 9th, 2021 | Virtual Conference  |  |  |  | | --- | --- | --- | | **Attendee** | **Date** | **Program** | | Dr. Heilman | Monday, April 5, 2021 | Presidents Program | | Elaine Simmons  Angie Maddy  Stephanie Joiner  Cathie Oshiro  Jo Harrington  Randy Thode | Monday, April 5, 2021 | Accreditation Program | | Myrna Perkins | Monday, April 5, 2021 | Peer Corps | | Elaine Simmons  Angie Maddy  Stephanie Joiner  Cathie Oshiro  Jo Harrington  Randy Thode  Charles Perkins  Myrna Perkins | Tuesday, April 6 – Friday, April 9, 2021 | General | | | | | | | | | | |  |
| * Deeper Dive | Criterion 1: Mission   + Started looking at the final report form our last assurance argument   + Peer review feedback on 1.D.3. – the next peer review team will note the comments from the prior peer review and see how we’ve responded to the comments – we need to be clear why we are sending out these surveys to our constituents and what are we doing with the data we collect   + Charles was collecting information on who was sending out surveys   + Gap: we don’t survey our partners   + The advisory boards will start meeting in about month so we could start there   + Could we develop a survey to use this spring to capture some feedback   + WTCE division used to survey – Elaine will see what we have documented   + Does the Foundation do any surveys? Myrna will check   + See if PR does any surveys – Mark will check with Brandon   + Dr. Heilman was interested in using a 3rd party to review our mission statement – Myrna will visit with Dr. Heilman about utilizing the college employees to do this instead of a 3rd party   + We need to solicit input from all constituents even the community when reviewing the mission statement   + Student Success Academy is surveying the college for one word the best described Barton – we could use this towards the mission statement work – Angie   + Elaine is taking the 29 graduates of the Leadership Institute and dividing them into work groups – Myrna would like a group for Accreditation – they could work on the mission statement   Discussion document provided. | | | | | | | | | |  |
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| Action Items | | | | | | | | | | Responsibility |
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**ALWAYS KEEPING IN MIND:**

**Barton Core Priorities/Strategic Plan Goals  
Drive Student Success**

1. Increase student retention and completion
2. Enhance the Quality of Teaching and Learning

**Cultivate Community Engagement**

1. Enhance Internal Communication
2. Enhance External Communication

**Emphasize Institutional Effectiveness**

1. Initiate periodic review of the Mission Statement and Vision Statement.
2. Through professional development, identify and create a training for understanding and use of process improvement methodologies.

**Optimize Employee Experience**

1. Develop more consistent & robust employee orientation.
2. Enhance professional development system.