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| AGENDA/MINUTES | |
| Team Name | Accreditation Committee |
| Date | 27-Jan-2022 |
| Time | 2:00 pm – 3:00 pm |
| Location | Join Zoom Meeting  <https://zoom.us/j/98211830286>  Meeting ID: 982 1183 0286 |

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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 |
| x | Stephanie Joiner | | x | Lindsay Holmes | x | Janet Balk | | | x | Abby Kujath |
| o | Matt Connell | | x | Lee Miller | x | Karly Little | | | x | Kurt Teal |
| x | Brian Howe | | o | Claudia Mather | x | Kathy Kottas | | | x | Todd Mobray |
| o | Dr. Heilman (Optional) | |  |  |  |  | | |  |  |
| Guests | | | | | | | | | | |
|  |  | |  |  |  |  | | |  |  |
| “Doing Accreditation” | | | | | | | | | | |
|  | | | | | | | | | | |
| Topics/Notes | | | | | | | | | | Reporter |
| **Accreditation Timeline**   |  |  | | --- | --- | | **Year 10** | | | Jan/Feb, 2022 | Submit any substantive change requests to HLC (e.g. locations, new programs, closed programs, changes to programs) | | 03/2022 | Submit Annual Institutional Data Update (AIDU) report to HLC. | | April 1 – 5, 2022 | HLC Annual Conference | | Spring, 2022  October 24-25, 2022 | Work through logistics of Comprehensive Evaluation Visit   * Barton’s ALO and President begin conversations HLC ALO and HLC Peer Reviewer Team Lead * Write Location Report | | Aspirational Goal: Submit document prior to due date. | Submit Assurance Argument to HLC.   * Upload Documents into Assurance System. | | Aspirational Goal: Submit document prior to due date. | Submit Federal Compliance Report to HLC.   * Upload Documents into Assurance System. | | | | | | | | | | | Myrna Perkins |
| **HLC Conference**   * April 1 – 5, 2022 * Registrations have been made for the following:   + Myrna Perkins – hotel and conference   + Cathie Oshiro – hotel and conference   + Joseph Harrington – hotel and conference   + Carl Heilman – virtual conference   + Elaine Simmons – virtual conference   + Randy Thode – virtual conference * Registrations will be made for those representing the Student Success Academy | | | | | | | | | | Myrna Perkins |
| **Visit Preparation Sub-Groups**   * Let Myrna know if you or anyone in your department is interested in serving on a sub-group   **College Website Sub-Group**  Janet Balk, Brice Harvell  Tasks:   * Review Barton’s Accreditation Webpage, Research, Make Recommendations (if any) for Revision * Perform Overall Scan of Barton Website in Preparation for the Comprehensive Visit     **Visit Conversations Preparation Sub-Group**  Task:   * Work with Chief Accreditation Officer/ALO to assist in preparing the campus for the visit conversations   **Logistics Preparation Sub-Group**  Karly Little  Task:   * Work with Chief Accreditation Officer/ALO to assist in working through the logistics for the visit   **Review of Assurance Argument Sub-Group**  Todd Mobray  Task:   * Editorial review of the draft Assurance Argument (e.g. grammar/spelling check) * Assist with Evidence Archival   **Federal Compliance Report Sub-Group**  Task:   * Work with Chief Accreditation Officer/ALO on evidence collection/review of document. | | | | | | | | | | Myrna Perkins |
| **To-Do List Items**  T:\ACCREDITATION EVIDENCE TEAM\TO-DO LIST | | | | | | | | | | Cathie Oshiro  **Cathie has reported no updates for this meeting.** |
| **Student Success Academy**   * Making arrangements to attend the Stewardship Forum * Completed two consultations with mentor * Academy should wrap up in October; update to them in March 2023 | | | | | | | | | | Angie Maddy  Stephanie Joiner |
| **HLC Peer Reviewer Report**   * Multi-Location Visit in February, 2022 | | | | | | | | | | Myrna Perkins |
| **ALO Report**  **HLC Location Approvals**  **American Medical Response**  **401 SW Jackson St**  **Topeka, KS 66603-3327**   * 51.0904 – SAPP in Emergency Medical Technology * 51.0904 – AAS in Paramedic   **Ellsworth Correctional Institution**  **1607 State Street**  **Ellsworth, KS 67439-1628**   * 24.0101 – Associate of General Studies * 43.0102 – Certificate in Corrections * 43.0102 – AAS in Corrections * 48.0508 – Certificate in Welding * 52.0201 – AAS in Business Management & Leadership * 52.0201 – Certificate in Business Management & Leadership   **Fort Leavenworth**  **120 Dickman Avenue**  **Fort Leavenworth, KS 66027-1241**   * 11.0901 – Certificate in Computer Networking * 11.0901 – AAS in Computer Networking * 15.0508 – Certificate in Hazardous Materials * 15.0508 – AAS in Hazardous Materials * 24.0101 – Associative of Arts in Liberal Studies * 24.0101 – Associative of Science in Liberal Studies * 24.0101 – Associative of General Studies * 43.0102 – AAS in Corrections * 43.0302 – AAS in Criminal Justice * 43.0302 – Certificate in Emergency Management/Homeland Security * 43.0302 – AAS in Emergency Management/Homeland Security * 52.0201 – Certificate in Business Management & Leadership * 52.0201 – AAS in Business Management & Leadership   **Fort Riley**  **211 Custer Avenue**  **Fort Riley, KS 66442**   * 24.0101 – Associative of Arts in Liberal Studies * 24.0101 – Associative of Science in Liberal Studies * 52.0201 – Certificate in Business Management & Leadership * 52.0201 – AAS in Business Management & Leadership   **Fort Riley Military School**  **8388 Armistead Street**  **Fort Riley, KS 66442-7072**   * 29.2040 – Certificate in Military Leadership * 29.2040 – Certificate in Military Logistics * 29.2040 – Certificate in Military/Dangerous Materials Handling * 30.9999 – AAS in Applied Technologies   **Grandview Plaza**  **100 Continental Drive**  **Grandview, KS 66441-4362**   * 15.0508 – Certificate in Hazardous Management * 15.0508 – AAS in Hazardous Management * 15.0701 – Certificate in Occupational Safety and Health * 15.0701 – AAS in Occupational Safety and Health * 43.0302 – Certificate in Emergency Management/Homeland Security * 43.0302 – AAS in Emergency Management/Homeland Security * 51.0904 – SAPP in Emergency Medical Technology * 51.0904 – AAS in Paramedic   **Larned Correctional Mental Health Facility**  **Route 3, 1318 KS Highway 264**  **Larned, KS 67550-5353**   * 24.0101 – Associate in General Studies * 43.0102 – Certificate in Corrections * 43.0102 – AAS in Corrections * 46.0201 – Certificate in Carpentry * 46.0503 – Certificate in Plumbing * 52.0201 – Certificate in Business Management & Leadership * 52.0201 – AAS in Business Management & Leadership | | | | | | | | | | Myrna Perkins |
| Action Items | | | | | | | | | | Responsibility |
| n/a | | | | | | | | | |  |

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

***Drive Student Success***

1. Advance student entry, reentry, retention and completion strategies.

2. Commit to excellence in teaching and learning.

***Cultivate Community Engagement***

3. Expand partnerships across the institution.

4. Reinforce public recognition of Barton Community College.

5. Foster a climate of inclusivity so students, employees, and communities are welcomed, supported, and valued for their contributions.

***Emphasize Institutional Effectiveness***

6. Develop, enhance, and align business processes.

7. Manifest an environment that supports the mission of the college.

***Optimize Employee Experience***

8. Promote an environment that recognizes and supports employee engagement, innovation, collaboration, and growth.

9. Develop, enhance, and align business human resource processes.