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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  |

|  |  |  |  |
| --- | --- | --- | --- |
| Facilitator | Myrna Perkins | Recorder | Sarah Riegel |
| Team members | Present XAbsent 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, 2022October 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 HarvellTasks:* 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 LittleTask:* Work with Chief Accreditation Officer/ALO to assist in working through the logistics for the visit

**Review of Assurance Argument Sub-Group**Todd MobrayTask:* 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 MaddyStephanie 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.