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| AGENDA/MINUTES | |
| Team Name | Accreditation Committee |
| Date | 20-Oct-2021 |
| Time | 2:00 pm – 3:30 pm |
| Location | A-113 | Zoom (A-113) |

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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 |
| x | Matt Connell | | o | Lee Miller | x | Karly Little | | | x | Kurt Teal |
| x | Brian Howe | | x | Claudia Mather | x | Kathy Kottas | | | o | Todd Mobray |
| o | Dr. Heilman (Optional) | |  |  |  |  | | |  |  |
| Guests | | | | | | | | | | |
|  |  | |  |  |  |  | | |  |  |
| “Doing Accreditation” | | | | | | | | | | |
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| Topics/Notes | | | | | | | | | | Reporter |
| **HLC Conference**  <https://www.hlcommission.org/Programs-Events/conference.html>   * On-site and Virtual * Dr. Heilman is considering attendants * Student Success Academy member should attend | | | | | | | | | | Myrna Perkins |
| **To-Do List Items**  T:\ACCREDITATION EVIDENCE TEAM\TO-DO LIST   * Cathie sent out the evidence spreadsheet today * Let Cathie know if you can’t meet due dates * Add any other items you can think of * Community events – go back a full academic year (you can go back further, use your judgement) * Send Cathie the links to the items * For the timeline send it to Cathie in a word document with listed bullets – she will put them into a timeline using chart software | | | | | | | | | | Cathie Oshiro  Document |
| **Diversity, Equity, and Inclusion**  Criterion 1: Mission  1.C.3.  1.C. The institution provides opportunities for civic engagement in a diverse, multicultural society and globally connected world, as appropriate within its mission and for the constituencies it serves.   1. The institution encourages curricular or cocurricular activities that prepare students for informed citizenship and workplace success. 2. The institution’s processes and activities demonstrate inclusive and equitable treatment of diverse populations. 3. The institution fosters a climate of respect among all students, faculty, staff and administrators from a range of diverse backgrounds, ideas and perspectives.   Criterion 3: Teaching and Learning: Quality, Resources, and Support  3.B.3.   1. The education offered by the institution recognizes the human and cultural diversity and provides students with growth opportunities and lifelong skills to live and work in a multicultural world.  * Is the DEI team active? – it’s inactive right now * School Examples of DEI Activities   + Redesigned general education requirements (fall 2020) – students now must take a course under the global issues and diversity category as part of graduation   + HERO program   + Increased diversity in faculty and staff   + SMART committee work – civil rights equity   + DEI is covered Leadership Institute   + PD speaker that covered inclusion and diversity * HLC Evidence Suggestions * Review of Current DEI Team Charter | | | | | | | | | | Cathie Oshiro  Randy Thode |
| **Student Learning Outcomes**  Criterion 4: Teaching and Learning: Evaluation and Improvement  4.B.3  **4.B.** The institution engages in ongoing assessment of student learning as part of its commitment to the educational outcomes of its students.  3.The institution’s processes and methodologies to assess student learning reflect good practice, including the substantial participation of faculty, instructional and other relevant staff members.  Criterion 5: Institutional Effectiveness, Resources and Planning  **5.C.** The institution engages in systematic and integrated planning and improvement.  2.The institution links its processes for assessment of student learning, evaluation of operations, planning and budgeting.   * Link to Budget * Link to Student Services * Link to Co-Curricular * HLC Evidence Suggestions * What changes/improvements/decisions with regards to planning and budgeting have you made based on or in support of student learning (assessment)? * What evidence (documentation exists) and how do you close the loop? * Need to determine how our budgeting links to student learning * Need to look at departmental budgets not just the strategic plan * Grants, mini grants, etc. | | | | | | | | | | Jo Harrington |
| **Accreditation Liaison Officer Report**   * No actions to report | | | | | | | | | | Myrna Perkins |
| **HLC Peer Reviewer Report & Insights**   * Comprehensive Evaluation | Community & Technical College – November, 2021 * Multi-Campus Location Visit – February, 2022 | | | | | | | | | | Myrna Perkins |
| **Student Success Academy Report**   * Update 7 is due at the end of this month * Next 3-4 months there are three consultations (90 minutes to 2 hours each) * Brainstorming session 5-part plan   + Executive summary   + Methodology   + Current state – key findings for inventories   + Gap analysis   + Key recommendations from current state and gap analysis * Started the Student Success webpage * Success metrics plans – have a communication plan in place * Review processes for our initiatives and programs | | | | | | | | | | Angie Maddy  Stephanie Joiner |
| Action Items | | | | | | | | | | Responsibility |
| n/a | | | | | | | | | |  |

**ALWAYS KEEPING IN MIND:**

**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.