|  |
| --- |
| AGENDA/MINUTES |
| Team Name | Accreditation Committee |
| Date | 15-Feb-2023 |
| Time | 2:00 – 3:30 pm |
| Location | A-113 | Zoom (A-113)<https://zoom.us/my/a113barton>  |

|  |  |  |  |
| --- | --- | --- | --- |
| Facilitator | Myrna Perkins | Recorder | Sarah Riegel |
| Team members | Present XAbsent O |
| O | Janet Balk | X | Matt Connell | X | Mark Dean | X | Jo Harrington |
| O | Dr. Heilman | X | Lindsay Holmes | X | Brian Howe | X | Stephanie Joiner |
| X | Kathy Kottas | X | Abby Kujath | X | Karly Little  | X | Angie Maddy |
| X | Claudia Mather | X | Lee Miller | X | Todd Mobray | X | Myrna Perkins |
| X | Sarah Riegel | X | Elaine Simmons | X | Kurt Teal | X | Randy Thode  |
| Guests |
| X | Nick Larmer (Guest) |  |  |  |  |  |  |
| “Doing Accreditation” |
|  |
| Topics/Notes | Reporter |
| * Accreditation Committee Work Cycle
* Full Committee Meeting Schedule: Feb | April | Sept | Nov
* Sub-group work (See below.)
* Information pushed as necessary
* New/revised Accreditation Committee Membership – add Darren Ivey, Amye Schneider, Renee Demel, Jenna Hoffman, Maggie Harris
* Review/Revise Committee Charter
 | Myrna |
| * Sub-Group Work
* Develop Working Report Template Documents (Stephanie, Karly, Lee) – start work this summer
* There are specific items that can be pre-drafted (e.g. institutional overview) reducing the burden of report writing.
* Shared Documents with General Access
* Develop a Collaborative Report Writing Method
* Develop a Working Evidence Repository (Matt, Randy, Todd) – start work this summer
* <https://download.hlcommission.org/ProvidingEvidence2020_INF.pdf>
* Further Develop Central Historical Archive of Accreditation Documents, Artifacts
* Community Celebration/Reception (Claudia, Karly, Elaine) – internal celebration in April; talk more about targeted thank you notes for partners
* Annual Institutional Data Update (AIDU) Report – Todd Mobray, Mark Dean, Myrna Perkins
 | Myrna  |
| * Accreditation Action Plan Items

Develop an action plan from HLC Report feedback plus things identified during the preparation for the Comprehensive Visit, development of the Assurance Argument, etc.* “The Team acknowledges these efforts and suggests that the College continue to work actively on the diversity plan that they have established.” (3.C)
* “Ongoing communication and coordination of retention efforts are essential to sustain the objectives of the Student Success Plan recommendations.” (4.C) Student Success Alliance
* “The College appears committed to further developing its capability to collect and use student data to improve student retention and success across its many programs and campuses. (4.C) Student Success Alliance
* “With the College’s focus on improving student success data, further analysis of this data will support academic and student success initiatives across the College.” (4.S) Student Success Alliance/Institutional Effectiveness
* “The Team recommends a more deliberate documentation of the role of students in decision-making processes for future accreditation arguments.” (5.A)
* “While the success of Workforce programs is evident, the Team recommends a more deliberate documentation of Workforce Training outcomes.” (5.A)
* Update of the Data Dictionary (Federal Compliance Report) Institutional Effectiveness/PTP/Student Success Alliance
* Update of the Programs of Study Webpage (Federal Compliance Report) PTP Sub-Group
* Code of Conduct Training (Federal Compliance Report)
* Assignment of Credit Hours Process (Federal Compliance Report) Elaine
* Accreditation Continuity Planning | Cultivate Barton HLC Peer Reviewers
 | Myrna |
| * HLC Annual Conference

**Presenters:**Jo HarringtonStephanie JointerLee Miller**HLC Peer Reviewer:**Myrna PerkinsReference: <https://www.hlcommission.org/Programs-Events/conference.html>No virtual option this year.cid:image019.jpg@01D930DF.292A0440cid:image017.jpg@01D930DF.292A0440cid:image021.jpg@01D930DF.292A0440 | Myrna |
| * Standard Pathway Timeline
* Myrna is working on a timeline
 | Myrna |
| * ALO Report
* Ag Mechanics – Top Tech Certification Approval
 | Myrna |
| * HLC Peer Review Report
* HLC Additional Location Visit – March
* HLC Additional Location Visit – April
* Comprehensive Visit – April
* Jo is going to be an Assessment Academy Mentor
 | Myrna |
| Action Items | Responsibility |
| * Myrna will schedule an April meeting
 |  |
| * Sub-group work will begin this summer
 |  |

### Mission

Barton offers exceptional and affordable learning opportunities supporting student, community, and employee needs.

**ENDS:**

1. Fundamental Skills
2. Workplace Preparedness
3. Academic Advancement
4. Barton Experience
5. Regional Workforce Needs
6. Barton Services & Regional Locations
7. Strategic Planning
8. Contingency Planning

***Barton Core Priorities***

1. Drive Student Success
2. Cultivate Community Engagement
3. Optimize the Barton Experience
4. Emphasize Institutional Effectiveness

***Strategic Plan Goals***

1. Advance student entry, reentry, retention and completion strategies.
2. Foster excellence in teaching and learning.
3. Expand partnerships & public recognition of Barton Community College.
4. Promote a welcoming environment that recognizes and supports student and employee engagement, integrity, inclusivity, value, and growth.
5. Develop, enhance, and align business processes.