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| AGENDA/MINUTES | |
| Team Name | Accreditation Core Team |
| Date | 6/7/2017 |
| Time | 10:30 – 11:30 am |
| Location | S-139 |

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| Facilitator | | Elaine Simmons | | | | | Recorder | Sarah Riegel | | | |
| Team members | | | | | | | | | | Present X  Absent O | |
| x | Randy Thode | | x | Jo Harrington | x | Cathie Oshiro | | | x | | Myrna Perkins |
| o | Brenda Moreno | | x | Charles Perkins |  |  | | |  | |  |
| Topics/Notes | | | | | | | | | | | Reporter |
| Assurance Argument  Myrna   * Core Component 2.E.1. – The institution provides effective oversight and support services to ensure the integrity of research and scholarly practice conducted by its [faculty](http://www.hlcommission.org/Criteria-Eligibility-and-Candidacy/glossary-new-criteria-for-accreditation.html), staff, and students.   + She wants guidance from the team on how to complete this item.   + Consensus from the team: put down that we don’t do it. * Core Component 2.E.3. – The institution has and enforces policies on academic honesty and integrity.   + Where can information on substantive interaction with students be found?     - In BOL contract (can get info from Claudia).   Cathie   * Is working on Core Component 3.   + Teressa is working on testing links to put in argument. * Faculty council website – working on updating.   Jo   * Core Component 4.B. [Core Component 4B.pdf](Core%20Component%204B.pdf)   + Will schedule a working day with Randy and Cathie to work on when ready.   Randy   * Will schedule meeting to discuss Core Component 5. | | | | | | | | | | | Team |
| Compliance articles  <http://heag.us/3-steps-improve-compliance/>  <http://heag.us/accreditation-compliance-standards/> | | | | | | | | | | | Myrna |
| Update on recent Assessment Academy Response  [Assessment Academy Response Version 4.pdf](Assessment%20Academy%20Response%20Version%204.pdf)  [Project Detail.pdf](Project%20Detail.pdf)   * Response was short, no issues, we’re doing well. | | | | | | | | | | | Jo |
| Update on assessment website progress  Working on… | | | | | | | | | | | Jo |
| Faculty Handbook update   * There is one on the web but it is outdated. * Cathie will reference this outdated version as current handbook. * There will be a updated permanent handbook coming July 1 from the VP office. | | | | | | | | | | | Cathie |
| Membership update plans   * Student Services rep – Angie Maddy * Faculty rep – Elaine will visit with faculty council and ask for recommendations – needs to be a faculty member that can meet during the day and be willing to participate * Administration rep – Mark Dean | | | | | | | | | | | Team |
| Meeting schedule – how often do we want to meet?   * Monthly with the exception of May and December. * Denise will schedule these out. | | | | | | | | | | | Team |
| Contractual/Consortial Agreements – We will discuss at the next meeting. | | | | | | | | | | | Myrna |
| Miscellaneous   * Need to be sure to tie any work into mission and budget   + Cathie will send me statement to add to bottom of agenda * Agenda template on web…get with Elaine to see if that’s what she wants everyone to use, let Charles know | | | | | | | | | | | Team |
| **Future items…**   * Discuss documenting processes, need to be able to show proof of results * Look at process methodology’s | | | | | | | | | | |  |

**ENDS:**

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| ESSENTIAL SKILLS | “BARTON EXPERIENCE” |
| WORK PREPAREDNESS | REGIONAL WORKFORCE NEEDS |
| ACADEMIC ADVANCEMENT | SERVICE REGIONS |
| PERSONAL ENRICHMENT | STRATEGIC PLANNING |
| CONTINGENCY PLANNING |  |



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

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| --- | --- |
| **Drive Student Success** | **Emphasize Institutional Effectiveness** |
| *1. Improve Student Success and Completion* | *6. Develop, enhance, and align business processes* |
| *2. Enhance the Quality of Teaching and Learning* | *7. Provide a welcoming and safe environment* |
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| **Cultivate Community Engagement** | **Optimize Employee Experience** |
| *3. Cultivate and Strengthen Partnerships* | *8. Support a diverse culture in which employees are engaged and productive* |
| *4. Reinforce Public Recognition of Barton Community College* |  |
| *5. Provide Cultural and Learning Experiences for the community* |  |