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| AGENDA/MINUTES | |
| Team Name | Accreditation Core Team |
| Date | 7/17/2017 |
| Time | 11:00 – 12:00 am |
| Location | S-139 |

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| Facilitator | | Elaine Simmons | | | | | Recorder | Sarah Riegel | | | |
| Team members | | | | | | | | | | Present X  Absent O | |
| o | Randy Thode | | x | Jo Harrington | x | Cathie Oshiro | | | x | | Myrna Perkins |
| x | Brenda Moreno | | x | Charles Perkins |  |  | | |  | |  |
| Topics/Notes | | | | | | | | | | | Reporter |
| **Assurance Agreement Update**   * Teressa has put 1 and 3 in the assurance file * Cathie is creating the links – needs help from people checking the links, only got 2 responses * Myrna is working on 5 * Cathie is working on 4   + She has concerns with 4c – retention rates, etc.   + What are our plans/goals?     - All we have is what we did for KBOR and Title III – if Title III aligns with KBOR then go with that – KBOR is a 10% increase in retention and graduation by 2020 – Charles will get with Caicey on data * Lock August 14 and then team is assigned, they read and provide us a report   + When locked it will be available on the T: drive | | | | | | | | | | | Cathie |
| **Institutional Effectiveness Sessions (GB, FR/Grandview and FL)/Data Reporting**   * Presentation for board at August study session and August 9 training      * Data reporting – Elaine would like some meetings to discuss reporting – Caicey, Charles, Mark, Angie, Elaine, Randy | | | | | | | | | | | Charles |
| **Assessment Academy Progress**   * Pulling institutional assessment data for board in Sept/Oct – Caicey wants data by August * Working on training videos for CAT for adjuncts for the fall   **Assessment Website**   * Leave current website alone until 90 days after lock date * Charles will talk to Brandon to communicate this out to web editors   **Assessment Resources**   * Jo sent Regina a list of books, etc. for the library | | | | | | | | | | | Jo |
| **Student Service Program Reviews**   * Myrna will send us an electronic copy sample for financial aide   **Contractual/Consortia Agreements (noted on June’s minutes)/Ed2Go**   * Ed2Go hasn’t been launched yet * Unaccredited entity (3rd party instruction) providing instruction and we give the student credit need to have HLC approval – Elaine will have a meeting with Myrna, Karly, Jane to discuss | | | | | | | | | | | Myrna |
| **Program Review** | | | | | | | | | | | Randy/Elaine |
| **Membership Update (Mark, Angie, Mike, Peter and two potential adjuncts)**   * Mark, Angie, Mike, Peter are on board * Adjuncts are on board (Andrea Jones, Karey Marshall) * Start in September, afternoon meetings, Denise will schedule | | | | | | | | | | | Elaine |
| **Future Discussions…**   * Documenting processes and STARS (Outcomes, Assessment, Success and Accountability) * HLC Identified Committees * Criteria Review – overview of criteria/assumed practices for new people joining the meetings * Job Descriptions * Student Involvement/Advisory Council * Agenda Template and Verbiage for Mission+ (who uses?) * Departmental Reviews | | | | | | | | | | | Team |

**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* |
|  |  |
| **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* |  |