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| AGENDA/MINUTES |
| Team Name | Accreditation Committee |
| Date | 29-Jan-2020 |
| Time | 4:00 – 5:00 p.m. |
| Location | A-113  |

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| Facilitator | Myrna Perkins | Recorder | Sarah Riegel |
| Team members | Present XAbsent O |
| x | Myrna Perkins | x | Cathie Oshiro | x | Randy Thode | x | Jo Harrington |
| x | Elaine Simmons | x | Angie Maddy | x | Mark Dean | x | Charles Perkins |
| x | Sarah Riegel |  |  |  |  |  |  |
| Topics/Notes |
| * Accreditation Timeline – Myrna Perkins

* + We are in year 7 of the 10 year cycle
	+ By 2023 we will be done with the Student Success Academy.
	+ Myrna includes our visits and reports on the accreditation timeline – she includes our annual HLC report providing some of our data. They use that data to determine our fees for the year.
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| * Quality Initiative Update – Myrna Perkins
* QI .pdf is filed in the Accreditation folder on the t:/ drive.
* With completion of the assessment academy, we have checked off the quality initiative.

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| * Annual Institutional Data Update – open March 2 & due April 3 – Myrna Perkins
* Changes – Do not report Cohort Default Rate and Average Federal Pell Grant
* Slight Revisions to financial information.
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| * HLC Conference (April 17 – 20) – Amye will register everyone and book rooms
	+ Jo Harrington – presenter
	+ Myrna Perkins – peer review training
	+ Dr. Heilman
	+ Elaine Simmons
	+ Angie Maddy
	+ Cathie Oshiro
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| * Peer Review – Myrna Perkins
* HLC Location Visit, 2020 (Fall)
* We will get information from HLC this spring, this visit occurs every 5 years.
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| * Pending HLC Approval – BML Program to ECF and LMHCF (ESI Project) -- Myrna Perkins
	+ Attaching the business management & leadership (BML) program to Ellsworth and Larned
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| * Evidence Archival – Cathie Oshiro
	+ There is some really old hard copy documentation that needs to be saved electronically. Cathie will ask Regina to put this on the Archive Committee agenda.
	+ We need a central location that is accessible. Currently Cathie has folders she is keeping until it can be organized. May use PowerBI to store some of it.
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| * GAP Assessment – Myrna Perkins
	+ Committee charter – Myrna wants the criterion representatives to touch base with her on the criteria, Cathie wants to sit in on these as well. She will schedule meetings with each person. Goal for the criterion to really understand what they are and get an idea in our minds how we would evidence/demonstrate that.
	+ We need to be evaluating the various components. It helps with the writing. Look at the new HLC criterion and see how HLC suggests it be evidenced.
	+ Prepare the campus for the types of questions people may get from HLC at the visit.
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| * Update on Student Success Academy – Angie Maddy
* Roundtable March 30-31, 6 people are going
* On-going Work
* Deanna Heier has joined the committee
* Will design 3 info-graphics with fall enrollment data to internal marketing of who our students really are. Wanting to identify something that has changed about our student population in the last 3-5 years.
	+ One info-graphic would talk about all students – demographic type information
	+ Another one for fully online students – demographic type information
	+ Another one on success data
	+ Connie is working on info-graphic
* Populations of students: student athletes, military students, developmental students
* Initiatives inventory – how we are measuring these things, who is reporting back to the institution on these things, when do the initiatives end??
* Emails have been going to students asking about student success
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| * Revised Criteria for Accreditation – Myrna Perkins
	+ The criteria in F-30 need to be updated, new criteria go live Sept 2020
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| * Accreditation Information Website – Myrna Perkins

 <https://www.bartonccc.edu/accreditation>* + Mryna want more sophistication on our website to gear up for HLC visit
	+ Myrna wants a couple people to help her with this. Jo and Charles will help.
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| Action Items | Responsibility |
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**ALWAYS KEEPING IN MIND:**

**Barton Core Priorities (Values)/Strategic Plan Goals**

 **Drive Student Success**

**Cultivate Community Engagement**

**Emphasize Institutional Effectiveness**

**Optimize Employee Experience**