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| AGENDA/MINUTES | |
| Team Name | Accreditation Committee |
| Date | 11-Sep-2024 |
| Time | 2:00 – 3:00 pm |
| Location | A-113 / Zoom  Join Zoom Meeting  <https://bartonccc-edu.zoom.us/j/99375892492>  Meeting ID: 993 7589 2492 |

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| Facilitator | | Myrna Perkins | | | | | Recorder | | Sarah Riegel |
| Team members | | | | | | | | Present X  Absent O | |
| o | Janet Balk | | x | Mark Dean | x | Renee Demel | | x | Jo Harrington |
| x | Maggie Harris | | x | Dr. Marcus Garstecki | x | Jenna Hoffman | | o | Lindsay Holmes |
| x | Brian Howe | | x | Darren Ivey | x | Dr. Stephanie Joiner | | x | Dr. Kathy Kottas |
| o | Abby Kujath | | x | Karly Little | x | Angie Maddy | | x | Claudia Mather |
| x | Lee Miller | | x | Todd Mobray | x | Myrna Perkins | | x | Sarah Riegel |
| x | Amye Schneider | | x | Elaine Simmons | x | Kurtis Teal | | x | Dr. Jenn Bernatis |
|  |  | |  |  |  |  | |  |  |
| Guests | | | | | | | | | |
| x | Nick Larmer | |  |  |  |  | |  |  |
| “Doing Accreditation” | | | | | | | | | |
|  | | | | | | | | | |
| Topics/Notes | | | | | | | | | Reporter |
| Accreditation Committee Charter | | | | | | | | | Myrna |
| Accreditation Timeline   * Standard Pathways Timeline | 10-year cycle * 10 years is a long period of time, and the intermediate time touch base (visit) is beneficial * We are in year 2-3 of standard pathway * No sanctions or monitoring reports | | | | | | | | | Myrna |
| Sub-Group Work | Writing & Evidence Collection   * This is a new writing group for the accreditation process * Jenn is evidence collection; Stephanie, Lee, and Karly are writing * Worked on the Construction Technology program application – approved * Working on the Prison Education Program application * Will start writing assurance argument, setting up a “war room” near F-30 * Exploratory process/learning process; learning how to work with each other and other departments | | | | | | | | | Stephanie, Lee, Karly, Jenn |
| Sub-Group Work | Further Develop Central Historical Archive   * One meeting this summer to work on a central archive * No timeline for completion – on going project | | | | | | | | | Myrna, Darren, Amye |
| HLC Academy Mentor/Facilitator Report\*   * Working with one school for a year; got a second school a week ago * Most monitoring reports are on program review and program assessments   \*These reports are not specific information due to confidentiality but allow for a time to report actions occurring that strengthen Barton’s partnership with HLC. | | | | | | | | | Jo |
| ALO Report   * Prison Education Program (PEP) – working on | | | | | | | | | Myrna |
| HLC Peer Reviewer Report\*   * Mid-Cycle Comprehensive Visit – October   \*These reports are not specific information due to confidentiality but allow for a time to report actions occurring that strengthen Barton’s partnership with HLC. | | | | | | | | | Myrna |
| Accreditation Action 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) * "Barton told the Team that they are moving to a more permanent membership. The Team recommends that careful consideration of the committee composition includes a majority of faculty.” (3.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 | | | | | | | | |  |
| Action Items | | | | | | | | | Responsibility |
| n/a | | | | | | | | |  |

### 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.