

Accreditation Steering Committee
Approved Meeting Summary
November 6, 2012
3:30 p.m. – 5:00 p.m.
Levinson 40

Attendees: Kate Pluta (co-chair), Nan Gomez-Heitzberg (co-chair), Sue Granger-Dickson, Kirk Russell, Darren Willis, Todd Coston, Rachel Vickrey, Bernadette Towns,.

Absent: Andrea Garrison , Bonnie Suderman, William Barnes, Joyce Coleman, Ann Morgan.

Note taker: Sue Granger-Dickson

1. The meeting was called to order at 3:40 pm.
2. The minutes were approved with additions and corrections. Darren will send the final approved minutes to committee members.
3. Site visit update and discussion of Kate's revised rough notes from the Accreditation Team Exit Interview, October 25, 2012.
4. Annual Program Review cycle & update on process—No report.
5. Report on Action Items:
 - Action Item 1: Todd moved copies of the minutes and agendas to the Public Folder for ASC.
 - Action item 2: Todd developed a first draft of the ISIT recommendation on the proposed Content Management System. It will take an additional week or two to get the pilot developed and begin rolling it out. A discussion followed on the proposed search features and the issues and challenges of having open access.
 - Action Item 3: Kate placed the College Committee Fall Report Summary on the agenda for this meeting, item 6.
 - Action Item 4: Kirk made modifications and provided a clean version sans strikethroughs of the ASC charge. A discussion followed and it was decided to change Self Study to Self-evaluation and change other wording to reflect team visits beyond 2012. Kirk will make those changes and send it out again to the group for approval. Kate will share the new ASC charge with Academic Senate and College Council.
 - Action Item 5: Todd has not yet requested that Debbie Spohn make sure that the *Committee Co-Chairs* Listserv is up to date and accurate because she was busy with the team visit. He will now make his request before our next meeting.
 - Action Item 6: Kate developed and revised strategic plan draft based on feedback from parties responsible in the Administrator/Champion section and is awaiting approval from Nan. Email with the draft was sent October 10; draft of the email was attached to our email with the agenda.
 - Action Item 7: This was an addition to the agenda. Bonnie met with HR before the accreditation visit and discussed the creation of a survey that was

supposed to go out to faculty who have served on a hiring committee in the past two years. Kate is unsure if this survey went out and Bonnie will update us on this issue at our next meeting.

Topics for Discussion, Planning, and Implementation

1. The committee discussed the Accreditation process evaluation. The evaluation questions need to be developed. The committee discussed the creation of multiple mini-surveys and what groups would be sent the survey for their feedback. It was decided that Kate's draft of the accreditation process evaluation draft 1, was an excellent start. The committee discussed the merits of a survey or surveys and a focus group or groups. The committee members are to send Kate ideas, sample questions and/or people that should be included in the evaluation process.
2. The committee discussed draft 11 of the Integrated Program Review. Kate reported that a Joint meeting of the Program Review Committee and ASC will be held on February 5, 2013, from 3:30-5:00 pm. It was decided that we need to develop clear outcomes for IPR (why are we doing this anyway?) and define what BC means by a program. Nan brought up that currently PR is discipline-specific and organizational. Some CCC's use different methods of reviewing programs with a variety of trigger points that lead to meaningful discussions and change. Committee members were asked to send Sue and copy the entire committee with ideas and outcomes for IPR. Sue will collate the materials and send out draft 12 for the next meeting.

The meeting was adjourned at 5:15 pm.

Next Meeting: Tuesday, November 20, 2012, 3:30 p.m. – 5:00 p.m. in Levinson 40