

Accreditation Steering Committee Meeting Minutes
May 1, 2014

Present: Scott, Dottie, Brad, Jo B., Randi, Eric, Jennifer, Matt, Jan P., Becky, Tina

Absent: Ricky

Dottie welcomed everyone

Minutes from last meeting-No changes

2016 Reaffirmation of Accreditation TIMELINE-Dottie and Scott got it finalized

The time of the meetings-it was asked if we could change the time-no decision was made.

Finalized list of Criterion Team Members:

Discussed committees to date-these are still being put together-will discuss further at the next meeting on May 15

Demonstrations

Assurance System-Dottie

Dottie reviewed the system

The system will be backed up on the HLC Server

Will it be backed up at NCTA? Dottie said it has been discussed, possibly a file on the Common Drive

Dottie is the only one with access to the Administration tab

Access to the system: Dottie, Scott, Dr. Rosati, 5 team leaders and one other person from each team. Dottie will get these set up.

Base Camp-Tina

Tina explained how it works and how it could work for accreditation

The way it would work is this would be the working area for each team to interact with sharing content, comments, etc.

Box-Tina

Could work but not as effective as Base Camp

Wording

Dottie stated that we are limited on how concise the findings can be. Response, Arguments, etc. Scott and Dottie will have an example at the next meeting of how these need to be.

Discussion- "Checklists & Criterion Links"

Assumed Practices Checklist and Assurance Section Checklist

Some discussion about the checklists. Homework for next meeting-the committee is to look over the checklists and we will discuss at the next meeting.

Next meeting will be on Thursday, May 15th at 2:00 p.m. Traci will send out the updated meeting invite.