

Accreditation Steering Committee Meeting Minutes
October 2, 2014

Present: Dottie, Ricky, Paul, Jennifer, Glenn, Jan P, Jo B, Brad, Eric, Becky
Absent: Tina, Scott

Updates to minutes from the last meeting 9-18-14-No updates. Glenn motioned that we accept the minutes from the last meeting, Jo Seconded.-Approved

Source Document update-Dottie

Course Catalog-Linked to web page

Faculty Handbook-Needs major update before uploading. Jennifer suggested

Staff Handbook-HR Handbook to be reviewed to determine if will meet the requirements.

Student Handbook-2014-2015 Uploaded

Class Schedules-need to be electronically accessible on the website

Faculty Roster-Linked Staff Faculty Directory on Website

Vet Tech Student Handbook-needs uploaded to website-Glenn

Checklists

Assurance Checklist

Criterion Team #1-Item #12-Tina is in the process of working on this. Mission, Vision Statements and incorporate the Key Characteristics into the value Statements. Also, to link it to planning and budgeting.

Jo moves that we make the mission statement, vision statement, key characteristics. etc a standalone webpage. Ricky seconded. Motion carries.

Jo moved to amend the motion to take off, all of the old mission statement, vision and value statements removed from the website. Jennifer seconded. Motion carried.

Criterion Team #2-Item 18-Jennifer said these are being updated

Criterion Team #3-Item 20-Brad said this is completed.-SLOs, Gen Ed Program

Criterion Team #4-Item 16-Assessment results are given to Advisory Committees.

They are having a Faculty/Senate Meeting in a couple weeks and will discuss assessment more at that time.

Criterion Team #5-Item 8-Ricky said they will have an update at the next meeting.

Federal Compliance-Scott-will discuss at a later meeting.

Assumed Practices

Criterion Team #1-None

Criterion Team #2-2.2-Jennifer was able to find the conflict of interest, etc. Is still working and digging for some of the other things. Jennifer will check with Tina on the policy for Admission and Recruiting.

Criterion Team #3-3.1b & d-Statement in the catalog that a maximum of 30 credits can be transferred in, which ensures that over 50% of credits will be

completed on campus. Certificates obviously don't meet this criteria so a statement will be added to reflect this.

Academic Load-Why is our grad rate so high if the faculty workloads are too high? Argument that 6 of the credits in a 76 credit hour degree are a summer internship.

Criterion Team #4-4.1-All faculty has the authority to give grades. We do have a Judicial Committee to be appealed. It is in the course catalog and the student handbook. There is difference in policies for a student requested the grade change and faculty requested a grade change.

Criterion Team #5-5.1-Nothing to report

Adjourned at 8:00 a.m.