

Accreditation Steering Committee Meeting Minutes
September 4, 2014

Present: Scott, Dottie, Eric, Ricky, Paul, Brad, Jan P, Jo B, Tina, Jennifer
Absent: Becky (Excused Absence), Randi (Excused Absence)

1. Minutes from last meeting approved
2. Scott-Assurance Items
 - a. Incorporating General Education outcomes in certificate programs (Item 3)
 - i. Gen Ed outcomes are in our syllabi's already.
 - ii. Certificates are generally skill focused-explanation that these are technical certificates-30 hour certificate are grandfathered in, the new 12-20 certificates are skill focused and it is written into the definition of these.
 - b. Student assessment at the course and program level (Item 14)
 - i. Traci will get the assessment course outcomes out to the Division Chairs either today or tomorrow.
 - ii. Scott will be updating some of the titles on the assessment procedures and policies so it is clearer.
 - iii. Jo has a good start on this section.
3. Checklists
 - a. Assurance
 - i. Criterion Team #1-Item 12-Tina
 1. Tina will work with Dottie one on one later.
 2. Suggestion for Tina to link to the Strategic Plan in her findings
 - ii. Criterion Team #2-Item #18-Jennifer
 1. Intellectual Property and Academic Freedom
 2. Suggestion to pull up UNL's and insert NCTA
 - iii. Criterion Team #3-Item #13-Brad
 1. A & B need to be addressed-Scott and Brad have talked about it and it will be written.
 2. C-course overload-we do have the highest graduation rate among 2 year colleges. This is more student driven.
 - a. We need to find out our actual definition of "curriculum overload". Scott said we have it, he will get it to Brad.
 - b. Vet Tech had developed a formal 3 year program for those students who want to take more time to finish the degree. 3-year Traditional, 2-year Honors
 3. D-General Education-completed and consistent across all of the degree programs.
 - iv. Criterion Team #4-Item #15-Jo B
 1. General Education Institution level and each course level are now in place. This is done at the end of each semester.
 2. Assessment, Student Learning Outcomes for Gen Ed are the same as we do for each of the other divisions.
 3. Graduate Surveys, Instructor Credentials and Advisory Committees.-put it other section. (Eric)

v. Criterion Team#5-Item #7-Ricky

1. Jan Gilbert will be sending some documents to Ricky to link to.
2. Repair and Rehab-maintenance budget-handled day to day.
3. Bigger items
4. 309 Funds
5. ADA Requirements-Ricky will help develop the policy more than what it is.
6. Equipment replacement-Jan Gilbert is developing a document that outlines the process and will get it to Ricky.
7. IT Budget should be included.-Link is under the Faculty and Staff Resources page.

The next meeting we will continue on our list.-September 18th, 7:00 a.m., Ed Center Room 137