

ACCREDITATION STEERING COMMITTEE MEETING

April 23, 2015

5:00 PM – Education Center, Room 137

MEMBERS:

Dottie Evans (Facilitator)

Glenn Jackson

Ricky Barnes

Paul Clark

Tina Smith (Absent)

Scott Mickelsen (Absent)

Becky Currie (Absent)

Jo Bek

Brad Ramsdale

Jan Price (Recorder)

Jennifer McConville

Eric Reed

The Accreditation Steering Committee Meeting was called to order at 5:00 pm with the above referenced individuals in attendance.

WELCOME

- ◆ Dottie Evans welcomed everyone to the meeting.

MINUTES FROM APRIL 16, 2015

- ◆ There were no additions or corrections to the minutes of April 16, 2015. Motion to approve by Brad Ramsdale, second by Paul Clark.

SECOND REVIEW OF WRITING

- ◆ Dr. Rosati and Dottie met prior to the meeting on April 23, to discuss the writing so far
- ◆ The format of the writing needs to be consistent throughout. Dr. Rosati had an example of the format used by Metro Community College in Omaha. He likes that format and would like the committee to consider the same format when writing. Dottie will check to see if there is a preferred format.
- ◆ Dottie reviewed the feedback from the meeting with Dr. Rosati
 - Writing shows progress
 - Must continue to show progress towards goal
 - Committee will probably continue to meet weekly during the summer
 - Need to show more evidence – not just one example
 - Dottie will help Dr. Jackson and Tina write, if they would like her assistance
 - Concern about format
 - Put source Documents on X: Drive so Dottie can link and use
 - All updates should be saved within the Assurance System on the HLC website
 - Write a summary
 - Ask for accreditation at end of each criterion

LOGISTICS OF MAY MEETING

- ◆ The meeting will be on May 14, 2015, 10:00 am – 12:00 noon, Education Center
- ◆ This presentation will be the 1st final draft
- ◆ Divide into 5 groups, discuss and provide specific feedback for each criterion.
 - Final review during August In-Service
- ◆ Cookies and drinks will be provided
- ◆ Dottie will email entire campus and invite everyone to attend the May 14 meeting
- ◆ Committee leaders will email their particular criterion to the members of their committee prior to the May 14 meeting and ask each one to read the writing and be prepared to ask questions, make comments and participate in the discussion
- ◆ Discussion points
 - Bring questions, specific to each criterion, to the next meeting

NEXT MEETING

- ◆ Friday, May 8, 2015, 11:00 pm, Ag Hall Conference Room

MEETING AJOURNED

- ◆ Motion by Brad Ramsdale to adjourn, second by Jo Bek