

Accreditation Committee		
Agenda Items 1 and 2 (Call to Order and Roll Call)	Friday, February 8, 2019	1:37 PM
Members Present	Mandy Billings, Kim Desrochers, Cathy Fulkerson, Brenda Yenkole, Jayna 2019 Conkey, Darla Dodge, Scott Morrison, Deborah Alves (Recorder)	
Members Absent	Brenda Yenkole, Rebecca Bevins	
Guests		
Summary of Actions Taken		
Agenda items for next meeting		

Agenda Item 3.	Approval of Minutes
Action Taken	Discussion and vote
Summary of Discussion	A request to change topical errors was made, once agreement was made to correct the changes, Jayna made the motion to approve the minutes from December 14, 2018, Kim seconded the motion, all were in favor, motion passed.
Assignments/Potential Agenda Items	
Comments/Information	
Agenda Item 4.	Recommendation Updates: Mandy
Action Taken	Discussion
Summary of Discussion	<p>1. NWCCU Assessment Conference and Assessment Leads Progress</p> <p>Mandy informed the group that a folder with all the resources and information is on the assessment page of WestNet and the Google shared drive.</p> <p>Cathy stated That a Request came through regarding books on how to do assessments that will be purchased by her department for training. Cathy mentioned that Dr. Solis requested that several copies of the Nowell Lovett Strategic Enrollment Planning Books be kept in the resource library. She intends to submit a proposal for her department to fund those copies but will also include other books that can be kept in the library, which would be a perfect addition for professional development. Titles and the number of books recommended can be sent to Cathy for this proposal.</p> <p>Jayna asked Mandy to send an email reminder regarding the March deadline for assessment to Liberal Arts and CTE instructors that provided an assessment in the fall.</p> <p>Scott recommended that the faculty be provide a stipend and established guidelines for this purpose. Mandy agreed that stipends for internal or external faculty members who qualify should be implemented. Darla asked if this also worked for the administrative program review, a brief discussion followed, and all agreed.</p>

2. Program Review Progress

Mandy stated that PARC is in the process of getting the 2018 program reviews finished. She also informed the group that since Nikki's laptop was stolen, which contained the Foundation's program review, and had no backup, the date has been pushed to March. In addition, the 2019 Program Review will be presented at the end of the calendar year in 2019, and PARC will be reaching out for the 2020, soon.

3. Institutional Strategic Plan Feedback (Scott's forwarding letter)

There was a consensus that the overall comments were positive. Scott noted; the revision of the Northwest Standards leaves the door open for WNC to handle strategic planning in a different way moving forward. There is an option to use or not use core themes. He further stated that the mission is our educational pathways, and the pathways are our core themes, and that going forward for year three, we would work on the new standards.

Cathy asked if we should follow-up on meeting with Sonny. Scott agreed and felt we should do it sooner rather than later. He suggested, that if we compiled this report into the end of the spring, and then, as we go into a visit where we have to answer for at least one of these recommendations, we can show that it focuses on planning, resource allocation, and assessment, and we've already met with the President and incorporated some of his feedback in our report, it would benefit us greatly. Scheduling to implement this idea was discussed, at the College Council Open Forum on April 9 with a possible WebEx meeting, per Sonny, to share his vision for presentation, along with rolling out the planning documents and cycles for others to view prior to the meeting. Darla was volunteered to make a request to the President for its implementation.

4. Annual Planning/Goal Updates

Mandy provided the update for administrative units and academic divisions history of units. All administrative reporting units and different department areas were asked to create vision, mission and goals reports for the year. A very basic overview, to pick three goals that they've talked about, how they're going to assess them, and what they hope the outcome will be, with a September 1 turn in date. The purpose is for a calendar year strategic plan at every level, with the idea that people will not be penalized for not having enough information and to address any of the issues at a lower level. However, academic programs have already completed an annual strategic plan, therefore, they are not included in this round, but moving forward all areas will have regular intervals strategic plans.

A discussion took place on the perceived timeline versus the actual timeline on the input and output of the strategic planning process for 2018 and 2019, and the concerns associated with repeatedly pushing the timeline back.

5. COOP Progress and Updates

Mandy has not heard back from Craig, but spoke with him earlier, and he indicated he was still on target to present his information for the

	<p>April 1 deadline. Darla stated that he's been actively working on getting information out to the different departments and cooperating with them and it's just a matter and of receiving his feedback.</p> <p>6. Report outline drafts for March meeting Mandy reported that our accreditation meeting is March 8, and her goal is, by that meeting, to have some outlines for our responses. And then, as a group, examine whether this outline covers everything is needed for submitting. Once the group agrees to move forward, we can start the drafting process and hopefully, by April, have tracks that we could look at together. Or we might want to do work groups instead.</p>
Assignments/Potential Agenda Items	
Comments/Information	
Agenda Item 5.	Updated NWCCU Standards
Action Taken	Discussion
Summary of Discussion	Mandy presented copies of the updated standards drafts to compare against the current standards around requests. There was consensus that the standards were condensed and simplified, which removed a lot of duplication and confusion.
Assignments/Potential Agenda Items	
Agenda Item 6.	Committee Changes and Bylaws Review
Action Taken	Tabled for discussion
Summary of Discussion	None
Assignments/Potential Agenda Items	
Agenda Item 7.	NWCCU Mission Fulfillment Fellowship
Action Taken	Discussion
Summary of Discussion	
Assignments/Potential Agenda Items	
Agenda Item 8.	
Action Taken	
Summary of Discussion	
Assignments/Potential Agenda Items	
Agenda Item 9.	
Action Taken	
Summary of Discussion	
Assignments/Potential Agenda Items	

Agenda Item 10.	Old Business
Action Taken	
Summary of Discussion	
Assignments/Potential Agenda Items	
Comments/Information	
Agenda Item 11.	New Business
Action Taken	Discussion
Summary of Discussion	Mandy informed the group that there is a possibility that Rebecca may resign from the committee. Scott indicated that discussions will continue in hopes to keep Rebecca as a member of the group. Due to Rebecca's absence it was agreed that the bylaws would be tabled.
Assignments/Potential Agenda Items	
Agenda Item 12.	Public Comment
Action Taken	
Summary of Discussion	
Assignments/Potential Agenda Items	
Comments/Information	
Agenda Item 13.	Adjournment
Action Taken	The meeting was adjourned at 3:09 PM
Summary of Discussion	
Assignments/Potential Agenda Items	
Comments/Information	