

**COLLEGE COUNCIL**

Minutes

*Lecture Hall – 8/14/2013*

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| <ul style="list-style-type: none"><li>• Bingham, Daniel (chair) <i>excused</i></li><li>• Block, Jeff</li><li>• Brown, Michael</li><li>• Dubbe, Della <i>excused</i></li><li>• Fillner, Russ</li><li>• Frankforter, Gary</li><li>• George, Mary Ann</li></ul> | <ul style="list-style-type: none"><li>• Lewis, Steve <i>excused</i></li><li>• Marston, Summer (recorder)</li><li>• McAlmond, Barb <i>excused</i></li><li>• More, Jim</li><li>• Pollock, Greta</li><li>• Runge, Denise</li><li>• Stearns-Sims, Elizabeth <i>excused</i></li></ul> |
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The meeting began at 3:32 p.m.

Intros for Denise Runge, newly arrived Academic Dean.

**Accreditation Update**

*Mike Brown*

Working on Year 3 self-study. Everyone got in their content for the assigned standards. Mike has been working on getting the draft study done. About 25% done, nothing to show today, deadline September 13. Draft of final ready for review for Leadership, CC, campus, October feedback and revisions wrapping up process in mid-October. Will result in formal published document due to NWCCU by March 2. Not notified yet of visit dates, likely April. Site visit will include likely 3-5 evaluators, each assigned to a few standards. They will be here about 3 days. Need a secure area for them to work. Conclude with an evaluation of self-study – commendations, concerns. Recommendations. NWCCU then determines our continued accreditation status.

Cycle is 7 years. Activities we engage in odd years, year 5 was cancelled. Final visit in 2017. Our Year 3 visit was postponed from last year to this year.

Mike will continue to contact people as needed. About to dig into the HR standard, will visit with Leah, Staff Senate, etc. Fairly succinct. Mike discussed how he is doing the draft, inserting links into the narrative.

**2013-14 Assessment Plans**

*Mike Brown*

Next round of annual assessment plans coming up. Chart showed correlating program plans with budgets. Will need to wrap up existing 2012-13 plans and determine what did and didn't work. Some changes to the form. Need to capture new info., but want to keep look and feel the same. Same things still there. Included mission statement, core themes, strategic goals – will need to refer to them as making plans. Outcomes lowered to maximum of 3.

Maintain midyear report. Accreditors want to see better connection between planning and budget. Create mini budget report as part of plan. Asking programs to give quick summary of budget, can come right off budget justification form

submitted to Budget Committee. Books and supplies, equipment, travel, etc. listed one by one or categories, not much detail needed. Everything requested in the budget should match up to program outcomes.

Three charts:

1. How much allocated
2. Report in midyear with expenditures
3. At end of year, come back and say what was actually spent

Working towards having planning form on SharePoint. Will allow Mike to generate reports from data. Users can save different forms throughout the year. IT working on it. Forms will be all in one place, but not currently on shared drive current. Could lock individual forms, but maybe more trouble than worth. Mike would have administrative access.

Mike welcomed comments and feedback. Does need to get it out to the campus ASAP.

Meeting adjourned at 3:48 a.m.

DRAFT