

## Assessment & Accreditation Council (AAC)

### Minutes - November 1, 2010

Meeting Called By: Diane Duin  
Mary Susan Fishbaugh

Type of Meeting: Monthly

Facilitator: DD & MSEF

Attendees: Elizabeth Fullon,  
Kathe Gabel, Tim Wilkinson,  
Barbara Wheeling, Brent  
Roberts, Linda Wham, Matt  
Redinger, Cindy Dell

**Please Read Prior:**

Please Bring:

### Topic A

Presenter Name(s):    MSF    Notes Taken    DKD    Time

#### AAC Bylaws

**Notes:**

A review of the form CQI committee bylaws was disseminated for review. Suggestions for changes were made. A draft if the AA Council bylaws will be available at the December meeting.

Action Items: Revision by MSF and DKD to be ready for next AA Council Meeting	Person Responsible: MSF and DKD	Approved/Rejected/Tabled:
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### Topic B

Presenter Name:    Mary Susan Fishbaugh    Notes Taken:    Diane Duin    Time

#### AA Council Subcommittees

The use of subcommittees to accomplish the work was discussed. Three subcommittees were proposed and AA Council members volunteered as follows:

**Subcommittee - Assessment**

Barbara Wheeling

Cindy Dell

**Subcommittee - Mission**

Mary Susan Fishbaugh

Linda Wham

Mike B

**Subcommittee - Use of Resources**

Faculty Senate Rep

General Education Rep

Diane Duin

Action Items: Review and seek additional subcommittee members at the next meeting	Person Responsible: All members of the Council	Approved/Rejected/Tabled:
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## Topic C

Presenter Name: Barb Wheeling    Notes Taken: Diane Duin    Time

Core Themes		
Potential Core Themes Discussed		
Teaching Excellence		
A potential focus on the following factors:		
Part time faculty performance		
Online teaching		
Support for...		
Professional development		
Student Learning		
A potential focus on the following factors:		
Recruitment		
Retention		
Student satisfaction		
Student engagement		
Degree completion		
Academic Support Center		
Civic Responsibility		
A potential focus on the following factors:		
community engagement		
Service learning		
Community Enhancement		
The core themes of teaching excellence, student learning, and civic responsibility will be operationalized in AY 2010/2011.		
Action Items: Finalize core themes at the next AA Council Meeting	Person Responsible: MSF and DKD	Approved/Rejected/Tabled:

**Next Meeting:**  
**Monday, December 6, 2010**  
**3:15 p.m.**  
**COE 122**