MINUTES

**Executive Council**

10/02/2024|2:10 PM Meeting called to order by Brian Logan

**Members Present:** Donna Allen, Monty Harrington, Gerald Plumlee, Makenzi Hamilton, Brian Logan, Arien Faucett, Robin Sronce, Abdel Bachri, Kim Bloss, Kim Rand, Connie Wilson, John Schneiderwind, Jennifer Rowsam, Brittany Lenard, Angela McLaughlin, Sheryl Edwards, Eric Valenzuela, Sarah Jennings, Krista Nelson

# **Approval of Minutes**

Minutes were approved as written. Motion: Krista Nelson, seconded by Gerald Plumlee

# **Announcements**

* **Updates on Specialized Accreditation**
	+ **AACSB:** Gerald Plumlee reported the visit team is scheduled to come October 20-22. The department is preparing for the peer review team to be on campus.
	+ **ABET:** Abdel Bachri reported the department received feedback from the visit team that there are no deficiencies or weaknesses found in the program. There were two concerns cited. The first concern included that additional professional development efforts are needed. To push back against this concern the department signed up fifteen students and two faculty for memberships and conferences for the Society for Engineering Students. The second concern stated one expertise is not covered in the department. To push back against this concern the department moved responsibility for the expertise from an adjunct to a faculty member. The department has a 7-day and 30-day response period for concerns.
	+ **CAEP:** Kim Bloss reported formative feedback is expected by October 4th. This feedback will provide the department next steps that will be due 60 days after they receive them.
	+ **NACEP:** Sarah Jennings reported the reaccreditation paperwork was submitted in June. Feedback was received September 27th that stated additional evidence was needed for three standards and no additional evidence was needed for thirteen standards. The additional evidence is due November 8th, and the visit team will come in March 2025.
* **Strategic Planning and Mission & Vision Review**
	+ Sheryl Edwards and John Schneiderwind reported the strategic planning group will meet October 4th to decide details for the process framework. They plan to begin by focusing on the vision statement and then work backwards.
* **NSSE Customization**
	+ Brian Logan reported the NSEE survey will be conducted in Spring 2025. The topic modules that will be focused on in the survey include **Workforce Preparation** and **1st year and Senior Experience** as these align with the goals for the future of the college.
		- Connie Wilson moved to approve the topic modules. Krista Nelson seconded the motion.
	+ **Custom Questions** can be implemented by the college. A list of questions already asked will be emailed to council members and then suggestions can be made for question topics. The leadership team will form customized questions based on any suggestions.
* **2025 HLC Criteria for Accreditation**
	+ Jennifer Rowsam reported new revisions have been implemented which include combining the teaching and learning criteria into one and removing subcomponents. Plans are in place to take a deep dive into the HLC recordings and live sessions that have been published.
* **Other for HLC**
	+ Brian Logan reported the due date for the gainful employment section has been pushed back from October 1st and is now to be announced.
	+ An HLC webinar viewing is scheduled for October 15th at 1 PM in room 210. The focus of it will be effectively using retention data and strategies for improving retention.

# **Action Items**

* **Groups to share CESS results with**
	+ Brian Logan reported effort will be made to share information with others outside of the Executive Council to improve strategic improvement efforts. Suggestions for groups to share information with included: chairs, deans, senates, staff, faculty, and VPC.

The motion to adjourn the meeting was made by Gerald Plumlee.