



Accreditation Committee

February 14, 2022
12:30pm – 1:30pm

MEETING SUMMARY

Members Present: Christopher Howerton (chair), Carrie Roberson (2nd), Jamar London, Robert Steinberg, Kevin Bontenbal (ACCJC), Jeff Lamb (CIO Rep.)

Members Absent: Laura Adams, Alicia Lopez, Van Rider

Guests: n/a

1. Committee Procedural Items:

- Approval of Agenda- approved by consensus
- Minutes- taken by Carrie Roberson
- Approval of minutes- done via email

2. ACCJC and CIO Liaisons Check-In

- ACCJC mentioned 1st webinar is tomorrow (annual fiscal report focus)
 - i. Chair indicated that ACCJC webinars are linked as part of the general sessions for AI (with hyperlinks included)
- CIO update- nothing at this time

3. Accreditation Institute Check-In

- [Formal ASCCC Accreditation Institute Program](#) available on ASCCC.org
 - i. Chair linked/screen shared AI event webpage with committee members
- Update on presentation development
 - i. Members discussed challenges with the coordination and presentation development
 - ii. Chair indicated he will follow up with presenters
 - iii. Chair shared general session presentations and sought feedback from committee members. Chair ran through tentative timelines for sessions and presenter information. Committee members shared feedback, thoughts, and ideas to maximize the participant experience.
- Discuss any other institute logistics
 - i. [AI Program](#) live on ASCCC website
 - ii. Chair reminded committee about Pathable platform information/documents/trainings
 - iii. Chair shared current numbers of registrants for AI event (100+)
 - iv. Chair will follow up with committee members about registration

4. Announcements – Information/Discussion

- Update to ASCCC Website/Committee pages
- Next ASCCC Executive Committee Meeting, Mar 4-5, 2022
- Legislative and Advocacy Day, February 23, 2022 (Virtual)
- Accreditation Institute, February 25-26, 2022 (Virtual)

5. Committee Meetings (Spring 2022): - All meetings from 12:30pm-1:30pm

- ~~January 24, 2022~~
- ~~February 14, 2022~~
- March 21, 2022
- April 18, 2022
- May 16, 2022

6. Committee Next Steps and Adjournment

- Thank you notes
 - i. Committee Chair will send out thank you notes to presenters after the Institute
- Next Meeting (March 21) we will debrief from the institute and collect observations for our end-of-the-year report.

Status of Previous Action Items

A. In Progress –

- a. Finalize institute presentations (must be submitted to events@asccc.org) no later than Friday 2/18

B. Completed –

- a. Crafting Accreditation Institute Marketing Blurb
- b. First draft Institute Program presented to ASCCC Exec Nov. 3
- c. Theme and structure for institute approved
- d. Second draft Institute Program presented to ASCCC Exec Dec. 4
- e. Third and final draft of Institute Program presented and approved by ASCCC Exec. Jan. 7
- f. Secured key note speaker and partnership presenters
- g. AI Program uploaded with Welcome Message
- h. Presenters' registration and template information sent