

Re-Accreditation Committee Meeting
Monday, November 27, 2006, 1:15 PM

Members Present: David Fike, Jack Stanley, Alan Kee, Preston Childress

Members Absent: Lisa Meehan, Michael Kopenits, Judy Jackman

Preston Childress passed out the revised copies of the Mortuary Science Dept. Self Study Report titled: American Board of Funeral Service Education Accreditation Standards. The Self Study report includes changes after the Standard was reviewed by Mark Hanna. Danita McAnally is currently working her part of the Self Study Report – she is waiting on the figures pertaining to the Perkins Grant. The Self Study also includes changes made after the discussion during the Nov. 13th, 2006 meeting.

Discussion:

Preston Childress indicated that the budget numbers in the Self Study go back to 2003/2004 showing only the Mortuary Sciences Department and Perkins Grant for capital equipment and travel. Original accreditation began in 2000. Jack Stanley said usually that three years of budget information is all that is required for a self study report. Everyone agreed not to have the Amarillo College budget in the report on Mortuary Sciences budget, but to have the Amarillo College budget available if they should ask for it. Could Terry Berg print out a summary sheet broken down by Amarillo College and Mortuary Sciences program? David Fike indicated that maintenance, etc. isn't broken down by program but by building, so that type of report would probably not be available.

Preston Childress said he would be including the link to the AC website and a copy of the catalog in the Self Study for the Accreditation Committee that will be coming to Amarillo College. Jack Stanley indicated it would also be helpful to include the Board Policy that pertains to the Mortuary Sciences Program. David Fike said it would be helpful to include a copy of the Amarillo College organization chart which includes the Board of Regents, Administration and also the Division of Sciences and Engineering.

Preston Childress asked everyone if they thought there was enough information on WECM & GIPWE? Everyone agreed that there was enough information on WECM and GIPWE included in the Self Study.

David Fike asked why is clinical experiences included in the report? Preston Childress said he was going to be taking that information out of the report.

Discussion- Cont'd:

David also asked why say Texas Workforce Education? Jack Stanley stated it would be best to change it to Texas Higher Education Coordinating Board instead of Texas Workforce Education – which is the governing body for higher education. Preston stated he would make this change.

Preston Childress stated he would make all of the necessary changes or additions to the Self Study Report in italics and re-send the report to everyone. Jack Stanley mentioned why not just wait and send out a finished version to everyone excluding the appendix. Everyone on the Self Study Committee agreed that they would rather see a finished version of the Self Study. Preston indicated that Danita McAnally's Perkins Grant budget information will be in the appendix for referral.

David Fike asked Preston how are you going to answer the Accreditation Board if they ask about the pass rate and what are you doing to ensure that it doesn't go below 60% percentile? You need to be prepared for this question and you'll need to be able to tell them what we are doing to increase the pass rate. Preston said he would tell the Accreditation Board that we have added a 2179 class and with the addition of this class it should increase the pass rate.

David Fike asked who writes or sets the standards for the Mortuary Sciences Self Study Program? Preston indicated that the standards stated in dark bold lettering comes directly from the Federal Board of Funeral Examiners.

Preston indicated that Diane is checking on a seal for the letters in regard to section 4.4.2 and that a final copy of the Self Study will be sent out for review on Monday, December 4, 2006.

Next Meeting:

No further meetings scheduled.