

ACCREDITING COUNCIL FOR COLLEGIATE GRAPHIC COMMUNICATIONS, INC.

www.accgc.org

ACCGC Board of Directors Meeting Minutes

Sunday, October 7, 2012

Chicago, Illinois during Graph Expo 2012

McCormick Place, Room S-501-a

1:00 to 4:00 p.m.

| Agenda Items | Person(s) Responsible |
|--|-----------------------|
| 1. Call Meeting to Order ----- Meeting was called to order promptly at 1:00pm | Schildgen |
| 2. Introduction and Announcements ----- | Schildgen |
| 3. Visitors: MaryAnn Biehl – New York City College of Technology Stephen Brodeur – New York City College of Technology Patricia Bruner – Harper College Pamela E. Daniel – Western Illinois University C. Ray Diez – Western Illinois University Rick Schildgen – CL Graphics Kelly Taylor – Harper College Jerry J. Waite – University of Houston E. Lee Weir – Retired, Clemson University Charles T. Weiss – Western Illinois University James A. Workman – PIA | |
| 4. Roll/Attendance Call ----- | Capola |
| Donald Armel – Georgia Southern University David M. Barabas – University of Central Missouri Thomas P. Bell – Millersville University Ted M. Bensen – University of Wisconsin-Stout Guy H. Broadhurst – OCE North America Colleen A. Capola – Leo Burnett USA, Inc. Eileen D. Cassidy – Graphic Arts Education & Research Foundation Gary E. Hinkle – Retired, Illinois Central College Patrick Klarecki – Ferris State University Bettylyn O. Krafft – Krafft Printing Systems James P. Lentz – Pennsylvania College of Technology Susan P. Nofi – Heidelberg USA, Inc. Thomas E. Schildgen – Arizona State University J. Michael Steczak – Retired, Chowan University Larry C. Warter – Warter Colors Daniel G. Wilson – Illinois State University Ervin A. Dennis – ACCGC | |

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Absent:

Penny K. Bennett – California Polytechnic State University
Ed. R. Danielczyk – Xerox Corporation
Rody Grant – Consolidated Graphics

New Board Members attending – will be installed near close of Board meeting.

Debra Benson – Eastman Kodak Company
Sid Chadwick – Chadwick Consulting
Kevin L. Cooper – California Polytechnic State University
Julie A. Schildgen – Rock Valley College

5. Approval/Revision of Agenda ----- Schildgen
No revisions were suggested, agenda approved as presented.

6. Approval of 2011 Annual Board Meeting Minutes ----- Capola
Motion made by Patrick Klarecki to approve the minutes. Seconded by
James Lenz. Motion to approve the 2011 Board Meeting Minutes - approved.

7. Recognition and Awards

Sustaining Corporate Affiliates ----- Schildgen
Explanation of Silver, Gold, and Platinum. No awards given this year

8. Hanneman Award ----- Schildgen
Not given this year – Tom explained award and guidelines of the award.

9. Appreciation Resolutions ----- Dennis

Erv Dennis thanked Jim Lenz as he has served as an Associate Professor and has completed 9 years as a member of the BOD on ACCGC. Has taken part in site visits, exec committee, work groups, etc...deepest thanks for a job well done.

Erv Dennis thanked Susan Nofi as she has been VP for Heidelberg and has completed 5 years as BOD for ACCGC serving on 2 site teams, chair of appeals, and 2 years as VP of ACCGC.

Outgoing Board Members: Penny K. Bennett, Ed R. Danielczyk, Rody Grant, and James P. Lentz.

10. Awarding of Program Accreditations

New York City College of Technology – Mary Ann Biehl was presented the plaque for full accreditation from site-team member, J. Michael Steczak. The NYCCT program was originally awarded a two-year accreditation and given time to make adjustments relating to the ACCGC standards that were deemed not in compliance during the site-team visit two years prior. Photo taken.

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Rock Valley College – Jerry Waite, site-team chair, presented the plaque to Julie A. Schildgen for the first associate degree program to be accredited through ACCGC. The Rock Valley College program was awarded full six-year accreditation. Photo taken.

Western Illinois University – Patrick Klarecki, site-team chair, presented the plaque to C. Ray Diez and Charles Weiss. The site-team did identify some non-compliance issues with some of the ACCGC standards, thus the WIU program accreditation was for two-years. One of the original site-team members will re-visit the WIU program during the 2014 spring academic term and re-assess the standards in question. Photo taken.

11. Accrediting Status and Progress

University of Northern Iowa – Thomas Schildgen; see Site-Visitation Team Progress Report. The University has gone through some administration changes. Working closely with new department chair to try and get the self study complete by March, visit before end of school year and hope to get them accredited by 2013 meeting.

Harper College – Michael Steczak; change in the chair of the committee. Late July/August Mike was asked to chair site team. 1st round of self study was completed in July and Erv gave them the comments on corrections, revised edition sent to Mike on 10/4/12. Next step is to get revised edition to committee members. Mike met with Patricia Bruner, program coordinator, and discussed dates for the site team visit. Hopefully, the site visit can take place in November of 2012.

California University of Pennsylvania – Thomas Bell; There have been several changes in administration at the university, thus this has slowed the progress of them completing their program self-study for their re-accreditation review. The self study should be complete by spring 2013.

Florida A&M University – Dennis; school had planned on closing program a few years ago; they have reduced the curriculum but have kept the program. Erv talked with the new Dean and she is 100% behind re-accreditation. They did submit the \$1,500.00 continued accreditation fee to cover the 2012/2013 operational year.

12. Officer Reports

Motion made by Daniel Wilson to approve the reports. Seconded by Larry Warter.

President's Report ----- Schildgen
See report submitted. Also see additional handout – what ACCGC is all about. See starred areas for further info on our challenges.

Vice President's Report ----- Nofi
No written report.

Treasurer's Report ----- Lentz
See report submitted.

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Secretary's Report ----- Capola
Minutes from the 2011 Board meeting already approved. Nothing to add.

Managing Director's Report ----- Dennis
See report submitted.

*Also see Site Visitation handbook – new document for use by the site-visitation teams when they are conducting a program site visit. Site-visitation team members have reported that the document has been useful.

* See top programs and top companies – supplied reports. Erv encourages board members to give input on names or contacts within these companies.

Action on the motion: Approved.

13. Standing Committee Reports

Motion made by Dan Wilson to approve all Standing Committee Reports. Seconded by J. Michael Steczak.

Accreditation Committee ----- Wilson
See report submitted.

Appeals Committee ----- Nofi
No Appeals, no report.

Executive Committee ----- T. Schildgen
No report.

Nominating Committee ----- Bensen
Board candidates were identified as were officers for the coming year. Ted thanks Tom and Erv for involvement and BOD as well for contacting new members.

The motion to approve Standing Committee Reports was approved.

14. Old Business

Promotional and Press Release Efforts ----- Dennis
Ongoing effort in getting these materials out. Again – see the lists that Erv submitted on top companies and such.

Funding Sources ----- Schildgen
Tom asked for all Board Members to reach out to companies and schools.

Website ----- Wilson
Complete, but would like to do some edits to make the site more user-friendly.

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Sustaining Corporate Affiliate Efforts ----- Dennis
Numerous contacts were made during the 2011 Graph Expo and throughout the operational year. No new SCA's were acquired, but efforts will be continued. Erv will visit with several company executives during the 2012 Graph Expo Show and will continue making follow-up contact with them through out the coming year.

Council for Higher Education Accreditation (CHEA) ----- Schildgen
The Federal Government is stepping in to regulate. Consideration will be given to re-visit CHEA accreditation for ACCGC in a year or two.

**Special note: PIA came out with a great piece – The Value of Print. Printisbig.com. Worth checking out....

15. New Business

Revisions – Accreditation Manual ----- Wilson
Motion to accept changes by J. Michael Steczak. Seconded by Ted Bensen.

Open discussions:

- adding hybrid instructions (4.8.4 and 4.8.5)
- Statistically data on our side is not matching with institutions task list. Needs to be fixed.
- Big difference between baccalaureate and associate degree programs – needs to be reflected in the accreditation manual.

Vote – unanimously to accept changes.

Potential Accreditation Applications ----- Dennis
None known at this time, but continued efforts will be made to encourage such.

16. This completes the agenda items as listed.

17. Gaveling in for FY-2013

Selection/Confirmation of FY-2013 Officers ----- Bensen
New Board Members – see written report.

Installation of Continuing and New Board Members ----- Dennis
Larry Warter will serve a two-year term as the ACCGC vice-president.
Gary Hinkle will serve a one-year term as the ACCGC treasurer with the option of serving four additional terms before being termed out.

Board replacements: Debra Benson, Sid Chadwick, Kevin Cooper, and Julie Schildgen.

Erv Dennis conducted the brief swearing in ceremony for both the new board members and officers..

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Presidents Remarks ----- Schildgen
Tom kept it short – thanked everyone for all their efforts.

18. FY 2013 Board Assignments and Work

*No Standing Ad Hoc Committees

*See Green Sheet Report which contained the committee assignments for the 2012/2013 operational year.

Motion to accept above reports – Dan Wilson. Seconded by Larry Warter.

Additional Comments:

- Sid Chadwick: academic programs have a void with marketing/research/customer service, etc...needs to be part of curriculum.
- Tom Schildgen: most schools have top level senior projects where this takes place. Determines there is no need for ad hoc committee.

19. Parting Comments – nothing of note.

20. Next ACCGC Board of Directors meeting is scheduled for Sunday, September 8, 2013.

21. Motion made by Larry Warter to adjourn meeting. Seconded by David Barabas. Motion approved. Meeting adjourned at 2:57pm

A photograph of the 2012/213 board members was taken by Erv Dennis for use in the 2013 edition of the ACCGC brochure.