



**ACCREDITING COUNCIL FOR COLLEGIATE GRAPHIC COMMUNICATIONS, INC.**

[www.accgc.org](http://www.accgc.org)

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**ACCGC Board of Directors Meeting  
Sunday, September 10, 2017  
Chicago, Illinois during Print '17  
McCormick Place, Room S403b, South Building – Level 4  
1:00 to 4:00 p.m.**

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The meeting was called to order at 1:02 pm by President Tom Schildgen.

Introductions and announcements were presented by Tom Schildgen and Erv Dennis.

**Members in attendance were:**

Thomas Schildgen.....	Arizona State University
John Leininger.....	Clemson University
Patrick Klarecki .....	Ferris State University
Richard Van .....	Postmark Inc.
Mark Rzeznik .....	Waukesha County Technical College
Judith Durham.....	NPES, GASC, and GAERF
Sid Chadwick .....	Chadwick Consulting
Debra Payne .....	Eastman Kodak
Gary Hinkle .....	Illinois Central College
Ken Macro.....	California Polytechnic State University
Jim Workman .....	Printing Industries of America
Jerry Waite .....	University of Houston
Barry Wilson.....	Pittsburgh State University
David Barabas.....	University of Central Missouri
Ervin Dennis.....	ACCGC

**Not in attendance:**

Guy Broadhurst.....	Canon Solutions America
Gregory S. D'Amico.....	Rochester Institute of Technology
Hans Kellogg.....	Ball State University
Bettylyn O. Krafft .....	Krafft Printing Systems
Thomas McTernan .....	Heidelberg USA Inc.
Jennifer Newton .....	Chowan University

Visitors in attendance were:

Lee Weir.....	Former - Clemson University
Vicky Schildgen.....	Mesa, Arizona

**The 2017 Annual Board Meeting Agenda was approved with no modifications.**

**The 2016 Annual Board Meeting minutes were approved.**

**Special Guests**

Erv Dennis recognized Paul and Steve from the Print Show Daily newspaper. A photocopy highlighting ACCGC can be found on page 59 of Sunday’s show daily.

**Recognitions and Awards**

Recognition of Sustaining Corporate Affiliates: President Tom Schildgen reviewed the list of 13 ACCGC Sustaining Corporate Associates – six at the Silver level, seven at the Gold level, and none at the Platinum level. This is an increase of 3 sustaining associates from 2016.

**Recognition of Outgoing Board Members**

Presentation of appreciation gifts (Clock-Plaque) to:

Tom Schildgen, Arizona State University, who will be cycling off the board after serving 12 years on the Board and as President for the last two years.

Gary Hinkle, Illinois Central College, who will be cycling off as Treasurer after serving five years in that position, but will serve as acting treasurer until all records can be transferred to the new treasurer, Jennifer Newton.

**Awarding of the Dr. Richard F. Hannemann Service Award**

Presented to Dr. E. Lee Weir, Professor-Emeritus from Clemson University and Professor-Retired from University of Central Missouri.

Dr. Weir thanked the Board for the “great honor” and told stories of his first years of service with ACCGC.

**Accrediting Status and Progress**

New York City College of Technology: Erv Dennis reported they would have to withdraw and would not reapply.

Rock Valley College: Gary Hinkle reported that he would follow-up on target dates and site visit. Self-study is underway.

Western Illinois University: Erv Dennis reported there was a turnaround with the faculty. He had originally been told the budget would not allow for accreditation; however, they will apply for accreditation and reaccreditation.

Pittsburg State University: Tom Schildgen reported the Site-Visitation Team is scheduled to visit October 29 – 31, 2017. PSU faculty are nearly completed with their program Self-Study.

**Officer Reports**

President’s Report ..... Schildgen  
Formal report submitted by Schildgen (see secretary’s file)

Vice President’s Report ..... Chadwick  
Nothing to add to the President’s Report

Treasurer’s Report..... Hinkle  
Gary Hinkle distributed the Treasurer’s report, which showed ACCGC is financially positive going into 2018. Formal report submitted by Hinkle (see secretary’s file)  
- There were very few site visits.  
- Promotional materials budget has increased  
- Shanghai will be submitting money for accreditation. Shanghai will pay for all travel for the site visit team  
- Question (Waite): Is California University of Pennsylvania dropping out?  
Answer: No

Secretary’s Report..... Payne  
Minutes from 2016 submitted and placed in secretary’s folder

Managing Director’s Report..... Dennis  
Official report placed in secretary’s folder.

**Standing and ad hoc Committee Reports**

Accreditation – Barry Wilson  
Official report submitted and placed in secretary’s folder

Appeals – Sid Chadwick  
No appeals were filed this past operational year.

Executive – Tom Schildgen  
Official report submitted and placed in secretary’s folder

Nominating and Elections – Hans Kellogg (absent)  
Official report submitted and placed in secretary’s folder

Website – Dan Wilson (absent)  
Official report submitted and placed in secretary’s folder.  
Recommendation: Ad hoc committee to continue managing the website.

**OLD BUSINESS**

**Promotional efforts** ..... Dennis  
- Attended Graphic Communications Education Association Conference in Toronto  
Question: (Waite) – definition of Graphic Communications?  
Answer: (Dennis) – includes digital media  
- 2018 calendars have arrived  
Question: (Waite) – is it possible to use photos of accredited individual programs for calendars?  
- Scratch pads, pens, and pocket calendars have been ordered

**Funding Sources** ..... Schildgen  
 GAERF resources supporting travel expenses of the managing director for the Print Shows because Erv and LaVada Dennis help work the GAERF exhibit booth and assist with the annual Career Day activities. No additional ways beyond accreditation fees and Sustaining Corporate Affiliate contributions have been found to increase support of financial sources.

**Sustaining Corporate Affiliate efforts** ..... Dennis  
 Additional sustaining corporate affiliates are always needed. Recommendations are appreciated.

**Other items of Interest:**

- Judith Durham discussed PrintED (<http://gaerf.org/PrintED>).
- Accredited in Graphic Communications
- Going through a transition; it's easier, but thorough
- Skills based accreditation

**Council for Higher Education Accreditation (CHEA)** ..... Schildgen

- Recommended an ad hoc committee to eventually become a standing committee
- \$500 for memorandum of affidavit
- Would help with international opportunities
- Work with CHEA to standardize what ACCGC does internationally
- \$500 would go toward \$1,500 total
- Jerry Waite made motion to pay \$500 for affidavit. Motion seconded by John Leininger
- Question: (Workman) What does the \$500 for affidavit mean?
- Answer: (Schildgen) Refer to website for explanation which helps
- Barry Wilson stated Administration is always asking about CHEA affiliation.
- Schildgen called for question.
- Motion to pay \$500 for affidavit carries unanimously.
- Ad Hoc Committee appointed:
  - Tom Schildgen
  - Ken Macro
  - Richard Vann

**NEW BUSINESS**

**Annual Accreditation Service Fee & Re-Application Fee** ..... Dennis

- Formal report provided (see secretary file)
- Dan Wilson and committee recommended Option 2
- Erv Dennis stated options 3 & 4 were developed for consideration
- Jerry Waite and Patrick Klarecki both agreed with Option 2.
- Dave Barabas stated he believed there should be a charge for re-accreditation.
- Erv Dennis appreciates all of the comments, but he knows Illinois schools are suffering with their budgets.
- John Leininger reminded us that it's easy to budget when you know the amount. It makes it simple and straightforward.

- Question (Rzeznik) What about multiple programs?
- Answer: (Dennis) \$500 for each additional program
- John Leininger made a motion to reaffirm the fee schedule. Seconded by Jerry Waite. Motion carried.

**Policy regarding International Accreditation Reviews..... Schildgen**

- Tom Schildgen requested review of the policy document.
- Minor changes were requested. Tom will make the changes and send the document back out to the Board.

**Discussion – Value of a pre-board meeting reception..... Schildgen**

- The general agreement was the reception is valuable.
- Sid Chadwick questioned if the room was set up conducive for discussion.
- Judith Durham suggested a possible second room for luncheon or have one room arranged with tall or round tables.
- Debra Payne stated that Eastman Kodak would host the 2018 luncheon.

**Conference Attendance by Managing Director & support – Not Covered**

**Other items of Interest:**

- Jerry Waite suggested ACCGC needs a mobile app instead of a website.
- General agreement was a website is still needed.
- Tom Schildgen asked if Jerry Waite would be on the website and app ad hoc committee. He agreed.
- Judith Durham also agreed to be a member of the website ad hoc committee.

**Brochure – format, content, etc. .... Dennis**

- Erv Dennis asked for suggestions to improve the ACCGC brochure. Perhaps a new graphic cover?
- Jerry Waite suggested using photos from participating school programs.
- Sid Chadwick indicated benefits from the accreditation process are not clear. Sid Chadwick volunteered to have the wording re-worked and back to Erv Dennis by October 10, 2017.
- Jim Workman suggested a more progressive design.
- Ken Macro added this should be larger than the website and suggested that the brochure fall under the marketing adhoc committee.

**What else could/should we be doing? ..... Dennis**

**Marketing & Media**

- An ad hoc committee has been formed to encompass web and social media.
- Jerry Waite discussed data mining and depicting the best thing about each curriculum, i.e. technology and students.

**International:**

- Barry Wilson suggested a 3 or 4 person site visit committee for Shanghai but requested input from the board.
- Patrick Klarecki believes it will be only one program.

- Erv Dennis had communicated with Shanghai that the site-visitation team could be up to four members.
- Discussion about four team members and dividing into two teams of two, which also divides responsibilities.

**Confirmation of 2017/2018 Board Election ..... Wilson**

- Jerry Waite made the motion to accept nominees. Motion was seconded by David Barabas. Carried
- Motion was made by Jerry Waite to approve the 2017 online vote. John Leininger seconded the motion. Carried
- Tom Schildgen passed the gavel to Ken Macro.

**Installation of New & Continuing Board Members ..... Dennis**

**Installation of New and Continuing Officers ..... Dennis**

- Ken Macro sworn in as president of ACCGC for the 1<sup>st</sup> year of his two-year term.
- Sid Chadwick sworn in as vice president of ACCGC for the 2<sup>nd</sup> year of a two-year term.
- Debra Payne will continue as secretary.

**President’s Remarks ..... Macro**

- Ken thanked the Board, and thanked Tom Schildgen for his service to ACCGC.

**FY-2018 Board Assignments and Work – Not covered**

**Goals for the 2017/2018 operational year ..... Macro**

- Pursue opportunities with departments that fall under Graphic Communications.
- Assist and support with CHEA.
- Continue to promote accreditation to accredited and non-accredited programs.
- Pursue how to define and discuss Graphic Communications.

**Standing Committee Chair and Member Appointments ..... Macro**

The prepared list of Standing Committee Chair and Member Appointments was distributed (in secretary’s file). All board members agreed with their assignments.

**Ad-Hoc Committee Chair and Member Appointments ..... Macro**

Members were added to the ad hoc committees:

**CHEA**

- Ken Macro
- Richard Dunn

**Website**

- Jerry Waite
- Judith Durham

Dave Barabas made a motion to accept the members as recommended. Dick Vann, 2<sup>nd</sup>. Carried-unanimously.

**Future ACCGC Board Meetings and Show Days:**

- 2018 - Sunday, September 30 (Print '18, Sept. 30-Oct. 2) – Chicago, IL
- 2019 - Sunday, October 3 (Print '19, Oct. 3-5) – Chicago, IL
- 2020 - Sunday, October 4 (Print '20, Oct. 4-6 – Chicago, IL

**Other items of Interest:**

- Jerry Waite provided an opportunity to review the content of a curriculum. He suggested the curriculum is not moving as quickly as the outside world. He provided case studies on the University of Houston. Three classes, 30 students each in the course titled “Information Technology for Digital Media”. Twelve databases available publicly at no charge. This provides a way to think outside of their current world.
- Dick Vann agreed to put together management of postal systems and databases.
- Jerry Waite suggested the possibility of sharing online courses with only ACCGC members and secure it with a possible log-in.
- Ken Macro agrees with a digital repository. Pat Klarecki agreed and recommended it could be shared with accredited programs.
- John Leininger suggested we find a way to incorporate and sell mailing.
- Erv Dennis extended appreciation to the officers and Board members. He appreciates the opportunity to serve as managing director. He provided promotional items for Board members to share.
- Jerry Waite updated the Board on flooding in Houston. Students and one faculty have lost everything. An emergency fund is being established for the College of Technology students. Jerry will send this information to the Board.

**Meeting was adjourned by President Ken Macro at 3:45 pm.**

Motion – 1<sup>st</sup> Leininger; 2<sup>nd</sup> Vann. Carried.

A photograph of the 2017-2018 Board of Directors was taken by Erv Dennis for use in the FY 2018 ACCGC Brochure.