



ACCREDITATION STEERING COMMITTEE

Thursday, November 5, 2015

Board Room, 4:00-5:00 p.m.

CALL TO ORDER: The meeting was called to order at 4:00 p.m.

ROLL CALL: Members Present

Meridith Randall	Denise Axtell	Timothy Johnston
Becky McCall	Ralph Perrin	Kristen Ruano
Ramon Tello	Courtney Vigna	

Members Absent

Debbie Goodman
Ron Marley

DISCUSSION/ACTION

Minutes approved from October 1st meeting.

UPDATE ON TEAM:

One faculty member felt that they couldn't commit so Carolyn Singh was added to the team working on Standard II. Ramon noted that he will be helping Sara McCurry (Standard III) with anything she has questions on.

REVIEW OF OCTOBER 23rd TRAINING:

Meridith asked everyone who attended the ACCJC training on October 23rd to give their impressions. Ralph mentioned that it was very non-prescriptive and that they sent each question back to the audience. Ramon also commented how non-committal the presenters were in their answers to questions. Ralph mentioned the training would have been more helpful to those who have never been through the accreditation process before. Meridith said she believes that the philosophy of the ACCJC is that there are many different ways things are done at the various colleges and there isn't necessarily one right way to do things.

TEAM REPORTS FOR THE DECEMBER MEETING:

At the previous meeting there was discussion about the role of the ASC in relation to the teams working on the standards and it was decided that we would invite the teams to future meetings. It was decided that Meridith would contact the teams and invite the teams working on each

of the standards to report at the next ASC meeting. The questions we will be asking the teams are:

- 1) How have you organized your work?
- 2) How are you gathering/organizing evidence?
- 3) Have you encountered any obstacles?
- 4) Do you have any questions about interpreting the standards?
- 5) What gaps and/or strengths have you seen so far?
- 6) Do you need any assistance?

The question was asked about what was decided for an evidence repository. Meredith answered that we are trying to figure out the best way to go about that. It wasn't clear if the ACCJC would rather have links to documents or static documents.

FINAL REVIEW OF BYLAWS:

In section 8, it was decided to take the last sentence out because it refers to topics covered under the Role of the Accreditation Liaison Officer. We will make section 10 (Role of the ALO) section 9 (Responsibilities of Co-Chairs), which will make current 9 section 10. On section 12, the first bullet will now read "The committee will produce reports on an as needed basis to College Council." The second bullet point was amended to read "The Committee will be responsible for initiating and organizing a review and self-assessment of its processes and procedures after the self-study is completed."

NEXT MEETING:

December 3, 2015 at 4:00 p.m. in the Board Room