Accreditation Oversight Committee Meeting Summary Notes
Friday, September 11, 2015
1:00pm-4:00pm, HS-143

Present:  Amy Nevarez  Anita Undercoffer  Areli Rodriguez  Carol Dickerson
Carol Hutte  Christa El-Said  Cindy Walker  Cory Schwartz
Dan Kern  Danielle Pearson  David Karp  Diana Jimenez
Emily Avila  Eric Bishop  Erik Jacobson  David Rentz
Giovanni Sosa  Jason Chevalier  Jim Filpott  Joy Haerens
Joyce Oakdale  Julie Sanchez  Kathy Lucero  Laura Hope
Leona Fisher  Leonard Crow  Linda Holzkom  Lisa Bailey
MD Matin  Maria Kort  Marie Boyd  Melanie Siddiqi
Mellanie Reeve  Mike Fink  Misty Burruel  Neil Watkins
Patrick Cabildo  Ricardo Diaz  Robert Rundquist  Shelly Eckvahl
Sherrie Guerrero  Sonia Juarez  Stephanie Moya  Susan Hardie
Tara Johnson  Teresa Hull  Teresa Williamson  Theodore Younglove
Theresa Rees  Tim Greene  Tony DiSalvo  Troy Ament
Vicky Valle  Yubel Svensson

In Attendance: Birgit Monks

Recorder: Theresa Rees

Chancellor’s Office Task Force Findings: The group received a copy of the Chancellor’s Office report on the Task Force on Accreditation which discusses the Task Force’s lack of confidence in the ACCJC for not maintaining the focus of the accreditation process for the California Community Colleges. Dave pointed out to the diagram within the report which showed where each college was cited for deficiencies.

Mission Statement: The revised Mission Statement from the June 24, 2015 meeting with members of the Governing Board was unanimously approved by the membership to be put forward through the shared governance process.

Updated Self-Study Outline: Laura advised everyone that the revised self-study outline has been posted to Basecamp and is now being moved to the writing phase. The committee received the list of writers, each of whom was assigned one or more Standards they will write about for the self-study. The membership was advised that the writers will be contacting key members in each subcommittee for additional information/clarification as needed. The writers will have a first draft done by October 30th and it will be presented to the committee at the November 13th meeting and then on to other groups within the College. A discussion was held regarding the means the committee might use to share feedback on the draft. No decision was made.

Sherrie shared that she is hosting a demonstration of the program, Taskstream, which may be purchased to use as a repository for the accreditation evidence. Two demonstrations are scheduled: Wednesday, September 16th and Friday, September 18th. Until a decision is made, all evidence should be forwarded to Sherrie.

The Education Group: In response to the accreditation survey results from last spring in the elevated areas of “Don’t Know” responses, Laura asked the committee for volunteers to serve on an education group. This group will be charged to strategize and initiate the dialogue on campus regarding accreditation. A brief meeting of the Education Group will take place immediately following this meeting. The committee briefly discussed fun ways to engage the college in the overall accreditation discussion using activities such as trivia, games, and a marketing strategy.

Accreditation Timeline: Theresa shared the timeline that was developed of the progression through the accreditation preparation from October, 2014 through the site visit in October, 2016. The timeline is intended to open the door on the conversation about Accreditation with faculty, staff and students. The group discussed the importance of the timeline as part of the accreditation process.
Other:

- **Mock Accreditation Visit** - Sherrie would like to schedule a mock accreditation visit in April 2016 to prepare the college for the actual accreditation visit. A mock accreditation team will be comprised of colleagues from across the state who have experience serving on an accreditation team. The team will be asked to review our Self-Study and Quality Focus Essay, visit our campus, and interview the people who most likely will be interviewed during the actual accreditation visit. At the conclusion, the team will give us feedback. The committee agreed that we should participate in a mock Accreditation visit.

- **Summary Notes (8/7/15 Retreat)** – The summary notes were approved as presented.

The meeting was adjourned at 2:35pm.