Accreditation Steering Committee
Unapproved Minutes
December 7, 2010
3:30 p.m. – 5:00 p.m.
Collins Conference Center

Attendees: Sue Granger-Dickson, Joyce Ester, Hamid Eydgahi, Nan Gomez-Heitzeberg (co-chair), Ann Morgan, Kate Pluta (co-chair), Kirk Russell, LaMont Schiers, Bernadette Towns, and Rachel Vickrey.

Absentees: Diana Kelly, Bonnie Suderman, and Renee Trujillo.

1. Review and approve November 23, 2010 minutes – approved with minor changes.

Minutes of November 23, 2010 were reviewed and approved with the following corrections:
- "discussed possibility of …..password protected…."

- #5 Kate provided ASC coversheet, compressed standards to the budget committee for the binder

ASC Timeline corrections noted below
- <u>outcome</u>   16 college <u>community</u>
- remove vision and intention, leave philosophy
- remove word 'global'
- #7 is not just January

Action: Kate will correct the Timeline and send to LaMont.

Informal and Formal – Improving Instruction Survey

Discussion about the purpose of the survey, how the information will be used and the method of distribution.
- Survey will serve to raise awareness that faculty are doing assessments all of the time
- Remind faculty that assessment and making adjustments are part of sustaining quality instruction
- Increase dialogue
- Capture evidence

Goals: create a dialogue, increase communication, capture evidence

Process: identify faculty on the assessment committee to lead the distribution

Title Survey: "Starting a Dialogue"

Future plans: Establish a blog or website to share best practices. Possibly change the topic once a month.

Action: Joyce Ester will develop a "faux survey monkey" and send it out to ASC members.

Philosophy
Reviewed the draft philosophy statement. More active and fewer passive statements.   Work on one paragraph.

Action: Sue Granger-Dickson will incorporate suggestions and redistribute the draft via email. Feedback requested.

Getting the Message Out
Presentations have been made to FCDC, Academic Senate, and College Council.