

**Accreditation Steering Committee**  
**January 22, 2013**  
**3:30 p.m. – 5:00 p.m. in Levinson 40**  
**Agenda**

**Review and approve minutes—Andrea (November 20, 2012 note taker—emailed January 15)**  
**Today's note taker?**

**Note: Today's meeting will include brief reports/updates and focus on discussing and approving the Integrated Program Review final draft sent via email December 5, 2012, in preparation for the Joint Meeting February 5 with the Program Review Committee (PRC).**

**Updates & Status Reports**

- 1. Report on meeting with PRC, Curriculum, Assessment, and ASC co-chairs** (December 4, 2012)—Kate and Nan
- 2. Special Meeting—Kate**  
Sonya wants to meet with the committee co-chairs and ASC to facilitate discussion on two key items:
  - Strategic Focus: A synthesis of institutional documents that will guide the work of the college for the next 18 months. Document available at <http://www.bakersfieldcollege.edu/collegecouncil/> under *Strategic Focus Document*
  - Accreditation Recommendations
- 3. Report on outstanding Action Items from November 6:**  
**Action Item 1:** (From October 9 meeting) **Nan:** Curriculum review process and CurricUNET status.  
**Update:**  
**Action Item 6:** Kate will email the parties responsible Administrator/Champion outlined in the strategic plan asking them for a progress update and to determine a time frame that will ensure their tasks are completed. **(See Topic 3 below)**

**Topics for Discussion, Planning, and Implementation**

1. Integrated Program Review final draft (for February 5 meeting with Program Review Committee)—Sue and Kate (emailed December 5, 2012) (*Action Item from November 20*)
2. Accreditation process evaluation (*Action Item from November 20*)—Kate
3. Oversight and Accountability (Strategic Goal)
  - a. Establish procedure for fulfilling responsibility outlined in Strategic Plan:  
"Recommendation 3: Progress on the objectives should be monitored by the Accreditation Steering Committee which should provide an annual report to College Council" (2). See *Action Item 6 above (awaiting approval from Nan)* **Update:**
  - b. Establish procedure for ensuring progress on Actionable Improvement Plans—**Nan**
4. Review and discuss Committee Co-Chairs reports on aligning committee goals with college goals. See *Strategic Focus Document*, page 10, at <http://www.bakersfieldcollege.edu/collegecouncil/>
5. Preparing for Response to ACCJC recommendations (received late January or February 2013)

**Next Meeting:** Joint meeting with PRC to discuss IPR  
Tuesday, February 5, 2013, 3:30 p.m. – 5:00 p.m. in **Collins Conference Center**