Accreditation Steering Committee

Unapproved Meeting Minutes

March 3, 2015

3:30 p.m. – 5:00 p.m.

Levinson 40

Attendees: Kate Pluta (co-chair), Nan Gomez-Heitzeberg (co-chair), Jennifer Jett, , Shannon Musser, David Neville, Kim Nickell, Kirk Russell, Michael Self, Bill La, Zav Dadabhoy, Odella Johnson

Absent: John Carpenter, Todd Coston, Lisa Fitzgerald, Janet Fulks, Rachel Vickrey, Anthony Culpepper

Note taker(s): Shannon Musser and Jennifer Jett

1. **Review and approve minutes—January 20 (Odella Johnson); February 17 (Kirk Russell)** Approved both sets of minutes.
2. **Update on the Midterm Report**

There was discussion on a meeting between the colleges and the district about the district’s report for the district recommendations. Kate Pluta and Nan Gomez-Heitzeberg were part of this meeting. This information is also part of Standard 4C and 4D. Bakersfield attendees had some questions about the district’s response and the evidence. The district said the evidence will be available in the coming weeks. Standard 4 is scheduled for a presentation at College Council on Friday. Nan Gomez-Heitzeberg said the report for Standard 2A is close to being done.

1. **Accreditation Institute**

David said the institute focused a lot on the problems with San Francisco City College. He had been hoping there would be more “how-tos.” There was also discussion at the institute about the future of the ACCJC with regard to new laws that may open the possibility of accreditation outside of the ACCJC.

1. **College Planning Calendar**

The group discussed the ongoing challenge of drafting a manageable and meaningful planning calendar. Michael discussed some options regarding how “robust” the calendar should be, and we decided that we would start with looking at Program Review and Resource Allocation timelines and combine them. The format of said calendar will be web-based to accommodate multiple layers of information and timelines. Shannon will come up with a prototype for the group to examine.

1. **Committee Updates**

* Program Review is pulling out examples of excellent annual updates to include in future training sessions as well as in a program review handbook. Also, the committee is looking at and modifying language in program review documents to try to illicit best responses from responders.
* Assessment is gathering SLO, PLO, and ILO data from Program Reviews and collating that info. Also, the team is looking at the assessment process for administrative and service departments. Finally, the committee is looking to run a critical thinking cap assessment in order to collect demographic data – a 40 minute test may be administered for this purpose in the future.

1. **Upcoming Events**

March 20, 2015 Department of Finance Awards (BC was entered for consideration)