

## ACCREDITATION STEERING COMMITTEE

## MINUTES

August 16, 2012

1:00 PM, SSB 440

Accreditation Steering  
Committee Chair

Fran Leonard

## Academic Senate

Adrienne Foster

## Administrative Services

Ken Takeda

## AFT Faculty Guild

Olga Shewfelt

## AFT Staff Guild

Joann Haywood

## ALO

Bob Sprague

## Facilities

Allan Hansen

## Research and Planning

Rebecca Tillberg

## SEIU 721 Stewart

Abel Rodriguez

## Student Services

Betsy Regalado

## President

Nabil Abu-Ghazaleh

## Standards' Co-Chairs

## I

Fran Leonard  
Rebecca Tillberg

## II.A

Bill Bucher  
Judith Ann Friedman

## II.B

Yvonne Simone  
Betsy Regalado

## II.C

Judy Chow

## III

Meric Keskinel  
John Oester

## IV

Adrienne Foster  
Olga Shewfelt  
Nabil Abu-Ghazaleh

	Present	Absent	Regrets
Celena Alcalá	x		
Gabriel Brown	x		
Mary Jo Apigo	x		
Judy Chow	x		
Joann Haywood	x		
Sheila Jeter-Williams	x		
Fran Leonard	x		
Yvonne Simone	x		
Ken Takeda	x		
Alice Taylor	x		
Rebecca Tillberg	x		

- A. Ken Takeda, Co-Chair of the Facilities Committee reported on the work group formed after the July 17, 2012 meeting to look at the EIR, SEIR and other facilities documents and their stated goals in order to add measurable outcomes, as specified in Recommendation 1. The working group members are Nabil Abu-Ghazaleh, Kevin Considine, Allan Hansen, Steve Sharr and Ken Takeda. The group has set up a schedule of meetings and will document actions taken and progress made in responding to the recommendation.
- B. SLOs – Recommendations 3 and 4: Mary-Jo Apigo reported that the SLO Committee is in the process of forming a work group. This committee is a Senate committee. To assist the college in responding to these recommendations, discussions have taken place with a prospective consultant who will do a preliminary assessment of where we are with SLOs. His contract is expected to be finalized in September. In addition, the SLO coordinator has met with Betsy Regalado, VP of Student Services, to go over the Service Level Outcomes which need to be assessed both qualitatively and quantitatively. Faculty who have developed rubrics would like to know how to proceed with assessing a specific learning outcome, using the rubrics, including dialogue about assessment results and any improvements that result from that assessment.

Currently, the SLO Committee meets the 1<sup>st</sup> and 3<sup>rd</sup> Thursdays at

Meetings for 2012-13, in Winlock, 1:00 PM – 3:00 PM:  
July 17 (at 11:30 AM), Aug 21, Sep 18, Oct 16, Nov 20, Dec 18, Jan 15,  
Feb 19, Mar 19



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West fosters a diverse learning community dedicated to student success.

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11:00 AM – noon. To attract teaching faculty, the committee is adding an additional meeting on the 4<sup>th</sup> Thursday of each month, 1:00 PM – 2:30 PM. They will expand membership to include Student Services and Administrative Services.

One of the breakout sessions for Flex Day on August 23, 2012 will focus on SLOs. Data from the ILO assessment of the Poster Showcase in spring 2013 is being compiled. Additional workshops are part of Tech Fair. Also being developed is an SLO handbook with a glossary of terms. Another goal is improving communication among instructors teaching the same section of a course. The Senate is actively promoting the reporting of SLO actions at division meetings.

- C. Planning Committee – Rebecca notes that this committee plays a key role regarding several of the recommendations: 1, 2, 5 (2006) and 7 (2012) - particularly as the Technology Committee and the Facilities Committee moves forward to add measurable outcomes to the goals in the respective plans. A college-wide dashboard can provide a snapshot of progress on goals. Ken Takeda mentioned that program review should also encompass cuts in resources. The Budget Committee can provide information on how much the college has.
- D. Recommendation 7 (2006) – Judy Chow, chair of Library & Learning Resources has met with her dean, Kathy Walton, and Bob Sprague, VP of Academic Affairs. They have discussed the Title 5 requirement for libraries, based on FTES as a measure. Ken Takeda indicated that all Seaside Colleges may receive a one-time infusion from the District in order to bring the library collections to a reasonable level and establish a baseline. He mentioned looking at both grants and donations to provide a sustainable resource.

The working group includes Judy, Kathy and Bob. This recommendation is an agenda item on the division's meeting on Flex Day.

Security includes cameras. Also discussed was a net, but this would not be aesthetic. Other solutions are being explored.

Fran reiterated the shortness of the timeline for West's responses to the Accreditation recommendations. Selection of a new accreditation faculty chair is in process.

The meeting adjourned at 3:00 PM.

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