

Accreditation Steering Committee Chair

Alice Taylor

ALO, Co-Chair

Bob Sprague

Academic Senate

Adrienne Foster

Administrative Services

Ken Takeda

AFT Faculty Guild

Olga Shewfelt

AFT Staff Guild

Joann Haywood

Facilities

Allan Hansen

Research and Planning

Rebecca Tillberg

SEIU 721 Steward

Abel Rodriguez

Student Services

Phyllis Braxton

President

Nabil Abu-Ghazaleh

Workgroup leaders

Recommendations 1 & 2

Rebecca Tillberg

Recommendations 3 & 4

Mary-Jo Apigo
Luis Cordova

Recommendation 5

Ara Aguiar

Recommendation 6

Kathy Walton
Judy Chow

Recommendation 7

Ken Takeda

2006 Recommendation 13

Adrienne Foster
Olga Shewfelt

MINUTES

March 10, 2014

3:20-4:40 PM, Winlock

Members Present: Rebecca Tillberg, Susan Trujillo, Mary-Jo Apigo, Luis Cordova, Bob Sprague, Olga Shewfelt, Phyllis Braxton, Alice Taylor (chairing)

I. Minutes of Feb. 10 approved with minor corrections

II. *Accreditation Matters* March: SLOs

The committee went over the draft and made improvements, including providing links to materials online, adjusting the summary of past accreditation events to be more positive in tone and less liable to misinterpretation. Alice Taylor will revise page one and distribute it this week for further comment. Phyllis Braxton undertook to send a list of the improvements Student Services has made in response to assessment by March 17. She may also provide examples of adjustments to the SLOs themselves that arose in discussion of the results. Mary-Jo Apigo will review the assessment reports from Administrative Services to produce a list of their improvements.

III. Annual Report to the ACCJC

Rebecca Tillberg summarized the work done on determining Institutional Set Standards for student achievement. Since last year, we have developed a clearer understanding that our ISSs represent levels we should not fall below, rather than goals. We did learn at the ACCJC orientation on March 7 that the ISSs will be reviewed by visiting teams, which will consider how they fit the college mission. The ISSs related to CTE are being evaluated by the deans with CTE expertise, along with CTE division chairs. Since we depend on the State Chancellor's office for employment data, we will have to report that we have no fresh data.

Overall, the ALO is gathering data for the report from across the college and the district. The report is due March 31. The Steering Committee will review the report at its April meeting. Bob Sprague will see that a copy of the report goes to the committee when it is completed.

IV. Homework reports were not forthcoming.

Meetings for 2013-14, in Winlock, 3:00 PM – 4:30 PM: Sept. 9, Oct. 14, Nov. TBA 11,
Dec. 9, Jan. 13, Feb 10, Mar 10, April 14, May 12

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2006 rec. 13, on participation: Olga Shewfelt offered to collaborate with Adrienne Foster on this material. Alice Taylor promised to email them the original homework assignment.

2012 rec. 5, on catalog, Bob Sprague will remind Ara Aguiar that the committee needs an update. Alice Taylor will see if she can interview Ms. Aguiar to get the information.

2012 rec. 6, on library collections. Bob Sprague updated Susan Trujillo on the history of the recommendation, so that she can work with the other librarians. Alice Taylor will send Judy Chow the questions on libraries from the ACCJC's Guide to Evaluating Institutions, and see if she can attend a division meeting.

V: ACCJC information on Self-Evaluation Report for 2016

Among the needs noted at the training:

- a clear process for students to complain to outside agencies
- fine-tune student services assessment to investigate how student services support student learning, assessing both student learning and efficiency of operations
- more district involvement in all areas of accreditation, especially in the functional map
- reader-friendly presentation of evidence in the Self-Evaluation Report. Susan Trujillo will report on the college's accreditation archives at the April meeting
- evaluation of the relationships between ISSs, ILOs, and various goals

V. Committee Alignment with standards was postponed to the April meeting

VI. No other business

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