

ACCREDITATION STEERING COMMITTEE

Approved Minutes
Tuesday, July 19, 2011
1 pm – Winlock Lounge

Attending: Celena Alcala, Adrienne Foster, Fran Leonard, Ken Lin, Maureen O'Brien, Betsy Regalado, Abel Rodriguez, Yvonne Simone, Bob Sprague, Rebecca Tillberg

A. Minutes of June 21, 2011. The minutes of June 21, 2011 were approved as submitted.

B. Update from each Standard – Co-chairs

Fran Leonard reminded committee members that the Board presentation will be held next Wednesday, July 27th. The presentation will be only ten minutes long and is scheduled for 9:30 to 11am at the District.

1. A packet including previous recommendations, standards' committee members, and meetings were distributed to members.

Fran shared her recent visit to College of the Desert recently. She was a part of a team which evaluated their programs and services on campus.

2. Themes /Visuals for Flex Day – Adrienne Foster, Senate President reported on activities for Flex Day in August for faculty.

Flex Day will be held on the fourth floor of the HLRC. An "ice breaker" for faculty is planned with breakout sessions on all four standards. People will be assigned to work and stay in different rooms on the fourth floor, and group leaders will report later on the outcomes of their activities. Flash drives will be provided to all faculty to save their work that day. A visual presentation of slides created by Kell Stone was projected by Rebecca Tillberg on the projector screen.

Recommendations were displayed on the screen where negatives were replaced with positives. The responses were shared by committee members. Disengagement, indecision, and dysfunction were replaced with trust, respect, and civility.

There was discussion about the type of projects faculty could be engaged in on Flex Day. What would be effective approaches that would capture their attention? Innovative interactive games were suggested by committee members that faculty could participate in.

Three key topics were shared by Fran with the committee:

Accreditation Steering Committee Mtgs. 2010 – 2011 - Winlock Lounge
3rd Tuesday of each month at 1 pm
Sept 21, Oct 19, Nov 16, Dec 21, Feb 15, March 15, May 17, June 21, July 19



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Fran Leonard

Academic Senate
Adrienne Foster

Administrative Services
John Oester

AFT Faculty Guild
Olga Shewfelt

AFT Staff Guild
Joann Haywood

ALO
Bob Sprague

Facilities
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Research and Planning
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SEIU 721 Stewart
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Student Services
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1. Dialogue
2. Improving Student Learning
3. Continuous quality improvement

The following questions were discussed with the committee:

What kind of resources can we distribute to faculty to prepare for the accreditation site visit in March 2012?

How do we improve student learning and in what ways do we make this institution function better?

The faculty who are involved in accreditation can choose a few topics they have been working on and hi-light these for informing the faculty as a whole.

ASO, Student Services, and instructors focused on events for the accreditation visit in March 2012 could hold brainstorming sessions and have students actively engaged in how to recreate these events.

3. Planning Agendas – Rebecca reported on planning agendas for part of self-study report. We do not want to have too many planning agendas and they should flow logically from self-evaluation; how you do a descriptive evaluation and then a self-evaluation.
- C. Evidence/Documentation – Ken Lin reported on status of the evidence he has received so far. Evidence has been received from Eric Ichon, John Oester, and Mark Pracher. Ken stated that in writing the self-study, you can start with a, b, c, and can state more than once in the report if reporting on the same piece of evidence. Ken will write up samples for reference and send out to members of the Accreditation Steering Committee who are writing the self-study.

Standard IIA. & II.B. – 75% complete

Standard IIB.- 80% complete

Standard III – 90% complete

Standard IV – 55-60% complete

The meeting was adjourned at 2:35 pm.

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