

ACCREDITATION STEERING COMMITTEE

Minutes

Tuesday, September 21, 2010

Winlock Lounge – 1:00 pm

Attending: Judith Fierro, Adrienne Foster, Meric Keskinel, Fran Leonard, John Oester, Lorraine Patriarca, Abel Rodriguez, Yvonne Simone

Accreditation Steering Committee Chair

Fran Leonard

Mark W. Rocha

Academic Senate

Rod Patterson

Administrative Services

Isabella Chung for John Oester

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

I. Minutes of the August 17, 2010 meeting

Fran Leonard, Chair, called the meeting to order at 1:00 pm in Winlock Lounge.

The minutes of August 17, 2010 were approved as submitted.

Fran reported that Deborah Kaye had sent an email to her stating that she is working with **Yasmin Delahoussaye (new Vice Chancellor of Institutional Effectiveness)** and is available to meet with the self-study committees for the accreditation standards and SLOs at West. Deborah is available to assist with editing and reviewing written drafts from each standards committee.

II. Updates from Each Standard – standard co-chairs

Standard II.A. – Instructional Programs

Job description for SLO Coordinator and Curriculum Chair

Adrienne Foster reported that Bob Sprague is drafting this job description. Funding is still not completely allocated for this 1.0 position. Because of its importance to accreditation, most colleges in the District allot from .4 to 1.0 for this position. The 0.4 SLO portion was approved by the Budget Committee and 0.4 is being taken from Eloise Crippens' position to make it an 0.8 ISA faculty position which is required by accreditation. The balance of 0.2 is currently unfunded. Question: How many faculty FON's were hired in 2007-08? There is the question of who has been working on this one as there are missing elements for 2007-08. John Oester asked Adrienne Foster if she would have any data for number of faculty hired during 2007-08.

Standard II.B. – Student Learning Programs and Services

Yvonne Simone, co-chair, met last Thursday with five members of this group who are working on assignments. They will present different sections of the standard which will begin this Thursday, September 23, 2010, at the Student Services Council for its review, a practice to be followed with each draft of the report.

Standard III.B. – Facilities

Lorraine Patriarca and Abel Rodriguez of Facilities reported on Standard III.B. They have met twice and will be making any changes but reported that since the physical resources on campus are currently in such a

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state of flux , it has been difficult to report on the data required. Abel and Lorraine have split up some of the data that they will be responsible for. Lorraine reported that there were no recommendations from the Commission for Standard III.B. They will put together a meeting schedule by the end of next week and will get the written report done no later than the third week in October to meet the deadline of November 1 for the 1st draft. Allan Hansen will probably present. Lorraine said they are looking for a sounding board and putting together as much as they can. Deborah can assist with their editing and reviewing of their drafts. Fran will give Lorraine Deborah's email address.

Standard IV – Leadership and Governance

This committee met September 8 for the first meeting of the academic year. They looked at the campus climate survey and are looking at whether or not they will be doing another campus climate survey. This committee was charged to look at recommendations 1 & 13. Another item was the College Governance structure with some changes and recommendations. Adrienne reported that the Information Technology Committee will become the Technology Committee and the Building Program Management Committee will become the Facilities Committee. A proposal to change the name of The Grants Management Committee to Resource Enhancement Initiative, to be more inclusive of all the programs it covers, is going forward to the College Council. Adrienne and Olga Shewfelt will be meeting with Dr. Joyce on starting the process of development on October 6 from 1-3 pm in the PCR.

Standard III.C. - Technology

Technology is the missing link for student surveys. Info Tech will be working with them and Meric has the 2009 link and will check with Rebecca Tillberg for the 2007 link. He will invite Mary-Jo Apigo and Vidya Swaminathan to their meeting next week on Tuesday, September 28th. John Oester asked Meric to find out from Nick Dang of IT what his plans are for using the Bond program for infrastructure . The money is in the bond issue and the shopping list has already been approved downtown. It is just a matter of implementing this. MD and Hansel Tsai have a draft of III.A. in GoogleDocs . John reported that the financial data for the college will have to be done all over again for this new fiscal year and feels there will be a big deficit. All the colleges under the district currently have deficits and if we get 2% growth that the Governor is asking for, West would get about \$700,000. If we kept the entire \$700,000, then our deficit would be down \$900,000. John announced that every college will have a real operating deficit. The Board is sitting on the biggest reserve in history of the district so if West gets growth from Sacramento, the Board could spread around another \$10M .

The meeting adjourned at 1:45 p.m.

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