

Accreditation Focused Midterm Report Steering Committee Meeting  
Minutes of  
Thursday, August 14, 2008  
10 am, Winlock Lounge

Attending: I. Chung, E. Crippens, N. Dang, S. Feinerman, JA Friedman, J. Haywood, B. Jacobs, L. Jarmon, F. Leonard, H. Lin, N. Lincke-Ivic, J Oester, R. Patterson, B. Regalado, M. Rocha, Y. Simone, B. Stapleton, K. Taira, A. Taylor, L. Thomas, G. Walton

The meeting began at 10:15 am with initial comments from Dr. Rocha about the fact that the Accrediting Commission in its June meeting accepted West's March 15, 2008 Progress Report. In addition, the Commission specified the recommendations for the Focused Midterm Report due to the Commission on March 15, 2009. More details on these were provided later in the meeting.

Fran, faculty chair of accreditation, then asked everyone to remember back to August 2006 and to think about what progress has occurred since that time that they can cite. A number of participants mentioned specific evidence of progress, including a functioning governance system as a result of a more transparent process, part of improved communications, away from "silos"; building is proceeding across the campus according to plan and with increased communication about any disruptions; increase in enrollment growth; emphasis on retention and other student success initiatives.

Recalling how it was 2 years ago, Fran cited an accreditation progress report meeting called by our then-new president, Dr. Rocha, where he outlined the process and structure (co-chairs pro-tem, a few of whom admitted later that, at the time, they were initially reluctant to serve as co-chairs but did so with noticeable distinction) to head specific recommendations' committees which would help write the report "not in the subjunctive case ["We plan to plan; we intend to do such-and-such..."] but instead to focus on actions planned and taken with evidence/documentation of progress made toward addressing each recommendation. The emphasis/focus for that 2007 Progress Report with visit and the subsequent 2008 Progress Report (with no visit) has demonstrated that West has indeed set as its goal as "not merely compliance but academic excellence," as mentioned in Dr. Rocha's weekly letter of August 11, 2008.

Which brings us to today.

Dr. Rocha then stressed that, for the focused midterm report, rather than form recommendations'-specific committees, West's approach is to institutionalize the process by assigning recommendations to standing college committees, with a few exceptions. Thus, Recommendation 5 on Planning and Budget will reside with both the College Planning Committee and the Budget Committee. Campus climate and governance (broadening participation) naturally "fits" with the College Council. The best practice of having co-chairs (one administrator who can lend clerical support to the committee and one faculty member) seems to work best.

Discussion continued on each of the college recommendations. For Recommendation 10, the Technology Plan, West will form a committee with a charge and membership to address progress in this area. The college is willing to support members of this committee who wish to attend the Conference on Information Technology (CIT), held October 19-22, 2008, in Salt Lake City, Utah.

Handouts included a timeline for the Focused Midterm Report as well as the paradigm of the recommendations, indicating progress made to date and action plans in process.

Fran is asking each college committee to submit their meeting dates to her and to include the Accreditation Focused Midterm Report as a regular item on their agendas. She will work closely with chairs and co-chairs to begin to write/capture/document actions taken and progress made.

Dr. Rocha wants constituencies to focus on broadening participation in this process by appealing to division chairs as they work with their faculty to identify faculty who may be interested/willing to contribute their time, skills to this important work.