



Accreditation Steering Committee Minutes

September 18, 2017 | 2:00 p.m. – 4:00 p.m. | 3134/N3213

Committee Description: This is a district committee of representatives from various constituent campus groups that plans the process and timeline for Accreditation self-studies and maintains an annual record of accreditation standard progress reports. This committee develops templates, processes, and timelines for each of the standard committees and sub-committees; coordinates and conducts employee satisfaction surveys; reviews drafts prepared by each standard committee and various sub-committees; assists in the development and implementation of planning agendas; and assesses the institutional progress on addressing each standard.

Committee members:

x	Deborah Wulff—ALO, Co-Chair, Assistant Superintendent/ Vice President Academic Affairs		John Cascamo, Dean of Business Ed Engineering Technology Human Development Workforce Economic Development CP		TBD- Student Representative
x	Madeline Medeiros, Dean of Arts Humanities and Social Sciences	x	Kevin Bontenbal – Co-Chair, Library Learning Resources		Aimee La Rue, Institutional Research Analyst
x	Jason Curtis, Dean of Sciences Mathematics Kinesiology Athletics Nursing and Allied Health	x	Toni Torrey, Nursing & Allied Health Division Chair RN	x	Catherine Riedstra, Dean of Student Services
	Gil Stork, Superintendent President of Cuesta College SLO and North County Campuses and South County Centers	x	Brad Langer, Languages Communications Spanish	x	Mark Sanchez, new member
x	Maria Escobedo, Dean of the North County Campus and South County Center	x	Stacy Millich, Engineering Technology Criminal Justice		
x	Marie Larsen, Mathematics Division Chair	x	Dan Troy, Assistant Superintendent Vice President of Administrative Services		Guests:
	Don Norton, Human Development Division Chair Interim		Melissa Richerson, Vice President of Human Resources and Labor Relations	x	Monica Fiscalini, recorder

2016-2017 Committee Initiatives:

ACCJC Standard(s)	In Progress	Completed	
		X	1. Facilitate progress and completion of responses to recommendations from the 2015 visiting team follow-up report.
	X		2. Educate and train campus community on new accreditation standards.
	X		3. Facilitate the ongoing integration of ACCJC accreditation standards into the work and processes of the San Luis Obispo Community College District.
	X		4. Monitor compliance with ACCJC accreditation standards and policies, and any other external state and/or federal regulations.

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AGENDA ITEMS	WHO	TIME	ACCJC Standards and/or Institutional Goal/ Objective	Notes
1. Review Minutes from April 17, 2017 meeting	Dan, first; Toni, second; approved			
2. 2017 Midterm Report				
3. Preparation for Self-Evaluation <ul style="list-style-type: none"> • ACCJC Training • Changes 	<p>Deb recommended completing online training under Resources at accjc.org and giving certificate to Dr. Stork.</p> <p>Standards have been consolidated since the 2014 self-evaluation.</p> <p>Starting work now for report due in June 2020. Will need to cycle through the governance process and be Board approved by March.</p> <p>Kevin, who is an ACCJC commissioner, reported a positive change in tone and approach with new leadership.</p> <p>Streamlining the process with additional online submissions, templates, etc. to help on the college's end and the visiting team's end.</p> <p>Deb would like to send team to the statewide Academic Senate's Accreditation Institute February 23-24 in Anaheim.</p> <p>Deb recommends: San Diego Mesa College report Mount San Antonio College report</p>			

	<p>ACCJC publications and documents Manual for Institutional Self-Evaluation</p>
<p>4. Co-Chair Assignments</p> <ul style="list-style-type: none"> • ACCJC Standards • annotated 	<p>ACCJC recommends starting the process two years early. Deb said she feels confident that the process will be manageable.</p> <ul style="list-style-type: none"> • Deb wants to use the checklist during the beginning. • Need to decide on teams and co-chairs for each standard. Perhaps manager co-chair and faculty co-chair. • Chairs will be responsible for whole standard and members will be responsible for substandards. • Deb and Kevin will work on a timeline. • Kevin wants to illustrate to ACCJC what a concise self-evaluation can look like. <p>Need to decide how to educate the college and rollout a timeline in fall.</p> <ul style="list-style-type: none"> • Marie suggested sending out newsletters/campus announcements with the four standards during September through December. Deb and Kevin will do this. Could also include gift drawing for those who submit their certificates. • Stacy talked about putting the standards on the Academic Senate agenda as an information item, too. The senators will be aware of their responsibilities to participate. • Kevin: Try to have some fun with it. Corny is good. • Toni suggested having the Standard Actors at Opening Day. <p><u>Possible co-chairs</u></p> <p>IA – Madeline and Toni IB – Ryan and Aimee, Bill Demarest, Robert Schwennicke IC – Toni</p> <p>IIA – Jason IIB - Kevin IIC – Mark, Maria</p> <p>IIIA - Melissa IIIB – Terry</p>

	<p>IIC -- Keith IID – Dan</p> <p>IVA – Stacy, Marie, Debra Stakes? IVB – Todd, Kevin IVC – Todd, Kevin</p> <p>Distance Education Committee and Cynthia Wilshusen will be involved with DE components.</p> <p>Marie suggested that Division Chairs should be helping, too.</p> <p>Quality Focus Essay.</p> <ul style="list-style-type: none"> • Catherine and Jason would like to work on the essay. Will include a faculty member. • Mid-term report will be reflections on the Quality Focus Essay.
<p>5. Meeting Schedule for Fall</p>	<p>Don't have a lot of work to do this semester. May be able to cancel some meetings.</p> <p>Talk about developing a theme and/or mascot:</p> <ul style="list-style-type: none"> • "We got this" • "Bring it on" • "We've got cred"
<p>6. Initiatives</p>	<p>Revised Initiative No. 1. The rest remain. Approved.</p> <p><u>2017-2018 Committee Initiatives</u></p> <ol style="list-style-type: none"> 1. Facilitate the progress of the 2020 self-evaluation. 2. Educate and train campus community on new accreditation standards. 3. Facilitate the ongoing integration of ACCJC accreditation standards into the work and processes of the San Luis Obispo Community College District. 4. Monitor compliance with ACCJC accreditation standards and policies, and any other external state and/or federal regulations.