

VENTURA COLLEGE
Accreditation Steering Committee
April 8, 2015

Present: Jack Bennett, Susan Bricker, Michael Callahan, Ayana Gaines, Grant Jones, Peder Nielsen, David Keebler (Acting Co-Chair), Art Sandford (Faculty Co-Chair), Pamela Yeagley, Mark Pauley, Rebecca Russell, Lynn Wright, Eric Martinsen, Jay Moore, Tim Harrison

Convened: 3:31 p.m.

Recorder: Art Sandford

Agenda Item	Summary of Discussion	Action Due & by Whom
<u>Public Comments</u>		
	None.	
<u>Announcements/ Information Items</u>		
	None.	
<u>Discussion Items</u>		
1. Accreditation Progress Update (handout) – A. Sandford	<p>There are 12 Accreditation subcommittees that have been formed for the purpose of drafting the Self-Study narratives and supporting evidence for each of the 12 subsections of the new Standards.</p> <p>There are currently over 20 faculty and close to 20 classified staff and several administrators involved in the subcommittee work.</p> <p>Most subcommittees have held multiple meetings this semester and are moving from the gap analysis discussions and listing of evidence phase to actually drafting the narrative responses for their Standard.</p> <p>Subcommittees are requested to submit their work to Art Sandford by May 1. Art will be making arrangements to meet with Subsection leads by May 13.</p> <p>A team will be assembled to work on completing a preliminary outline/draft of the Self-Study this summer.</p>	A. Sandford/P. Jefferson

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2. Subcommittee Reports	<p>The following Subcommittee Leads presented an update on the progress of their groups and asked for information and direction from other committee leads.</p> <p>Standard IIA Lynn Wright: Committee members have been assigned subsections to begin the drafting of narrative responses. The committee will meet next week to share.</p> <p>Standard IIB Ayanna Gaines: Ditto above plus the committee is going to be utilizing Google Docs so that the team can share and edit and the contributions of each member.</p> <p>Standard IIIA Tim Harrison: The group has met twice and completed a preliminary gap analysis. They have also met at the district with HR and senior management. There is a desire for all three colleges to have consistent responses to each item, allowing for local nuance.</p> <p>Standard IIIB Jay Moore: Gap analyses have been completed and evidence is being collected. FOG is holding a special meeting on Tuesday, April 14 to discuss in more detail.</p> <p>Standard IIIC Grant Jones: The subcommittee is working parallel to Technology Advisory Committee with a 3rd meeting to be held on Thursday, April 9. A survey was sent to all users at VC to assist with gathering data for the gap analysis. The results of the survey will be discussed at tomorrow's meeting and the subsections will be assigned to committee members.</p> <p>Standard IIID Mark Pauley and Dave Keebler: The BRC is functioning as the Accreditation Subcommittee. They will meet again next week to begin reviewing the preliminary narrative responses produced by committee members.</p> <p>Standard IVA Art Sandford for Greg Gillespie: The committee completed a preliminary gap analysis and evidence search and has assigned members subsections to complete. The committee will meet later this month to share their responses.</p>	
<u>Action Items</u>		
1. Approval of Minutes – Minutes not available	No action taken.	
<u>Handouts</u>		
<ul style="list-style-type: none"> • None. 		

Agenda Item	Summary of Discussion	Action Due & by Whom
Adjournment/Next Meeting		
	<ol style="list-style-type: none">1. Meeting adjourned at 3:46 p.m.2. Next meeting -- TBD	