



Accreditation Steering Committee (VC-ASC)

2015-2016 Academic Year

Meeting Notes

October 21, 2015 - 3:30 p.m. – 5:00 p.m.

(Meeting Notes Approved at November 4, 2015 VC-ASC Meeting)

- Members:** ALO: Kim Hoffmans Faculty Co-Chair: Alex Kolesnik
 Jack Bennett, Michael Bowen, Phillip Briggs, Michael Callahan, Maureen Eliot, Karen Engelsen, Tim Harrison, Bill Hart, Grant Jones, Raeann Koerner, Peder Nielsen, Steve Palladino, Mark Pauley (Budget and Resource Council Co-Chair), Rebecca Russell, Rick Trevino, and Lynn Wright
- Guests:**
- Absent:** Kammy Algiers, Emily Bartel, Colleen Coffey, Greg Gillespie (President), Gwen Lewis-Huddleston, Rachel Marchioni, Debbie Newcomb, and Peter Sezzi.
- Recorder:** Olivia Long

Notes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
A. Call to Order	Dr. Hoffmans called the meeting to order at 3:35 p.m.			
B. Public Comments	None			
C. Approval of Minutes: Oct. 7, 2015	Consensus was to approve the minutes as presented.			
D. Announcements/Information Items				
1. Reminder to submit evidence and any web problems to Felicia Torres 2. ACCJC Accreditation Reference Handbook July 2015 3. ACCJC Guide to Evaluating & Improving Institutions 4. ACCJC Manual for Institutional Self Evaluation 5. Napa Valley College (sample Accreditation Self-Evaluation Report) 6. CCCCO Taskforce on Accreditation				
	Dr. Hoffmans briefly reviewed the five items listed above.			
E. Discussion Items	Dr. Hoffmans noted that she has been assigned the quality focus essay. She inquired if the eligibility requirements were assigned to anyone. The response was in the negative. She stated that she would be responsible for those as well.			
1. Quality Focus Essay				
2. Report Out	Reports were provided for each standard. Each standard			

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<p>from Each Standard Lead</p> <ul style="list-style-type: none"> a. Std IA b. Std IB c. Std IC d. Std IIA e. Std IIB f. Std IIC g. Std IIIA h. Std IIIB i. Std IIIC j. Std IIID k. Std IVA l. Std IVB m. Std IVC n. Std IVD 	<p>reported that they were on track to submit a draft to the committee per the timeline on November 4th. Discussion included alignment with district and evidence gathering.</p>			
<p>3. Distance Ed</p>	<p>It was noted that Dr. Huddleston was not in attendance to provide a report. Dr. Hoffmans requested that the standard leads reach out to Dr. Huddleston to incorporate distance education throughout the standards.</p>	<p>Incorporate D/E throughout the standards</p>	<p>Nov. 4th</p>	<p>Standard Leads</p>
<p>4. SLO's</p>	<p>D. Newcomb was not in attendance. B. Hart noted that she has written quite a bit. Dr. Hoffmans stated that like distance education, SLOs need to be incorporated throughout the standards.</p>			
<p>5. Prof Devt</p>	<p>Dr. Hoffmans reiterated that like distance education and SLOs, professional development also needed to be connected into the standards. A. Kolesnik shared that Sharon Beynon has been writing for this area.</p>			
<p>6. Equity</p>	<p>Kammy provided a brief update.</p>			
<p>7. OTHER</p>	<p>Dr. Hoffmans stated that the Partnership Resource Team (PRT) was scheduled to visit the campus on Monday, November 2nd and that their focus would be on integrating decision making on campus and communication. She noted that it is not punitive but rather peer to peer consulting.</p>			

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	She added that there is a grant through the state Chancellor's office to implement their recommendations.			
F. Action Items				
1. None				
H. Adjournment	Dr. Hoffmans adjourned the meeting at 4:30 p.m.			
Next Meeting Date:	November 4, 2015 – 3:30 pm, MCW-312			