



## Accreditation Steering Advisory Group (VC-ASAG)

2015-2016 Academic Year

Meeting Notes

March 2, 2016 - 3:30 p.m. – 5:00 p.m.

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

**Notes:**

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<b>A. Call to Order</b>	Dr. Martinsen called the meeting to order at 3:33 p.m.			
<b>B. Public Comments</b>	None			
<b>C. Approval of Minutes: February 3, 2016</b>	Dr. Martinsen asked for any corrections and/or amendments to the minutes as presented. Minutes were approved via consensus.			
<b>D. Announcements/Information Items</b>				
<ol style="list-style-type: none"> <li>Reminder to submit evidence to <a href="#">Felicia Torres</a> and any web issues to <a href="#">Rhonda Lillie</a></li> <li><a href="#">ACCJC Accreditation Reference Handbook July 2015</a></li> <li><a href="#">ACCJC Guide to Evaluating &amp; Improving Institutions (Probing Questions)</a></li> <li><a href="#">ACCJC Manual for Institutional Self Evaluation Oct. 2015</a></li> <li><a href="#">Napa Valley College (sample Accreditation Self-Evaluation Report)</a></li> <li><a href="#">CCCCO Taskforce on Accreditation</a></li> <li><b>New:</b> <a href="#">Los Angeles Valley College Self Evaluation Report</a></li> <li><b>New:</b> <a href="#">Google Drive link to Ventura Colleges Self Evaluation Report</a></li> </ol>				
<b>E. Discussion Items</b>				
1. <b>Timeline Review</b>	<p>The Self-Study deadline is April 21<sup>st</sup> and will be presented at the May Board Meeting for a 1<sup>st</sup> reading. After that time, updates can be made as long changes are clearly communicated to the Board.</p> <p>Accreditation visit is September 26-29</p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<p>Narrative deadline is March 31<sup>st</sup> in order to meet the deadline for DCAP on April 1<sup>st</sup>. This will give the group three (3) weeks to finalize.</p> <p>Various groups (e.g. Academic Senate, Classified Senate, ASVC) are discussing the Self-Study and will be prepared to give input to ASAG by our deadline. The lead from each Standard will be meeting with ASVC.</p>	Standard Leads – Please contact Rick Trevino to schedule attending an ASVC Mtg.		
2. <b>Lead Volunteers for Working Session</b>	Not discussed due to time restraints.			
3. <b>Action Item Discussion (Valid/appropriate, rank, eliminate)</b>	The group broke up into two (2) groups to discuss Standard One and Standard Two Action Items. The groups' task is to make sure Action Items are valid, ranked, and perhaps eliminated if needed.			
4. <b>Other</b>				
5. <b>Meeting Takeaways</b>	No updates at this time.			
<b>F. Action Items</b>				
1. <b>None</b>				
<b>G. Meeting Takeaways</b>	Not discussed due to time restraints.			
<b>G. Adjournment</b>	Dr. Martinsen adjourned the meeting at 4:35 p.m.			
<b>Next Meeting Date:</b>	March 16, 2016 – 3:30 pm, MCW-312			

Meeting Dates for Spring 2016	
Jan. 20	April 6 & 20
Feb. 3 & 17	May 4
March 2 & 16	