

**VENTURA COLLEGE**  
**Accreditation Steering Committee**  
**December 10, 2014**

**Present:** Kamelia Algiers, Jack Bennett, Susan Bricker, Michael Callahan, Ayana Gaines, Bill Hart, Patrick Jefferson, Grant Jones, Alex Kolesnik, Debbie Newcomb, Peder Nielsen, Rick Trevino,

**Convened:** 3:05

**Recorder:** Linda Resendiz

Agenda Item	Summary of Discussion	Action Due & by Whom
<b><u>Public Comments</u></b>		
	None.	
<b><u>Announcements/ Information Items</u></b>		
	<p>P. Jefferson announced that the committee needs to start full speed ahead on January 2015. He recounted that at the last meeting the gap analysis and database was reviewed as well as the two timelines.</p> <p>P. Jefferson announced that the Set Your Course Day event is this Saturday, December 13<sup>th</sup> and hoped to see many there.</p>	
<b><u>Discussion Items</u></b>		
<p>1. Accreditation Subcommittees-Draft (handout) – <i>P. Jefferson</i></p>	<p>The membership was reviewed. Names were tentatively added to the membership. Membership on the Accreditation Standards Subcommittees was also reviewed. A. Sanford was added to Standard I.A. and I.B. This was previously chaired by Kathy Scott. P. Jefferson will lead Standard II. L. Anderson will be removed from the Basic Skills Committee and replaced with Jack Bennett. The lead for Standard II.C. will be replaced. The following people will be added to the group: Scott Brewer, Alma Rodriguez and a representative from EOPS. A. Gaines will be the lead for Standard II.B plus the new Learning Resources Supervisor (We should know next week who the new person will be.</p>	

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2. Accreditation Timelines (handout) – P. Jefferson	<p>Human Resources has all the paperwork.). Tim Harrison will lead Standard III.A. A. Kolesnik will lead Standard IV. Standard IV.B. will be led by Dr. Greg Gillespie. Standard IV.A. will be led by A. Kolesnik. G. Huddleston will be the lead for Distance Education. Eileen Crump and Matthew Moore will be added to this group. Eileen Crump will be added to the Professional Development group. Student Equity will be added as a new group and led by Kammy Algiers, Dan Kumpf, and Rick Trevino.</p> <p>It was discussed that student involvement is needed.</p> <p>P. Jefferson mentioned that once the Dean of Institutional Equity &amp; Effectiveness is hired, that person will be added prominently throughout the standards.</p> <p>The general timeline from the district and the internal timeline were reviewed. There will be a general training scheduled for the subcommittees on how they should go over the standards and what will be expected from each team. Each team will need to develop something and collect evidence. D. Keebler said that a critical path is to see that we are in par to past findings.</p>	<p>P. Jefferson will speak to R. Trevino for name submissions.</p> <p>Previous recommendations will be sent out to the subcommittees for review.</p>
<b><u>Action Items</u></b>		
1. Approval of Minutes - November 12, 2014	<p>Motion to approve: Rick Trevino</p> <p>Second motion: Susan Bricker</p> <p>Opposed: 0</p> <p>Abstentions: 0</p>	
<b><u>Handouts</u></b>		
<ul style="list-style-type: none"> <li>VC Accreditation Standards Subcommittees – DRAFT</li> <li>VCCCD Accreditation Self-Evaluation Preparation Timeline for District/Moorpark College/Oxnard College/Ventura College</li> <li>VC Internal Self-Evaluation Preparation Timeline</li> <li>New Standards to Old Standards – Gap Analysis Template (attached to email dated 12/10/14)</li> <li>Accreditation Reference Handbook – July 2014 (attached to email dated 12/10/14)</li> </ul>		

Agenda Item	Summary of Discussion	Action Due & by Whom
Adjournment/Next Meeting		
	<ol style="list-style-type: none"> <li>1. Meeting adjourned at 4:06 p.m.</li> <li>2. Next meeting – January 14, 2015 – 3:00 p.m. – MCW-312 Conference Room</li> </ol>	