

**ACCREDITATION RESPONSE GROUP
MINUTES OF MEETING
1:30-3:00 p.m.
August 24, 2011**

Present: Brenda Baity (Faculty Chair, Accreditation), Phillip Briggs (Research Analyst, OIE), Ryan Cornner (Dean, OIE), Karen Daar (Dean, Academic Affairs and ALO), Alex Immerblum (President, Academic Senate and Co-chair, Student Success Committee), Renee Martinez (Vice President, Workforce Education), Richard Moyer (Vice President, Academic Affairs)

- I. **Call to Order and Approval of Agenda:** K. Daar called the meeting to order at 12:25 p.m. The agenda was approved as presented.
- II. **Approval of Minutes:** The minutes of March 23, 2011, were approved by consensus as presented.
- III. **Accreditation Newsletter:** ARG members received copies of the 2011 fall issue of the *Accreditation Newsletter* that will be distributed to the faculty on opening day on August 25, as well as emailed to the entire campus community and posted on the Accreditation webpage found in the Faculty/Staff link. The *Newsletter* updates the reader on the our accreditation status and covers the topics of the midterm report; the ACCJC's change of the name of the *Self Study to Self Evaluation* and the growing emphasis by ACCJC on data on student achievement and student learning outcomes; and the revised ACCJC *Student Learning Outcomes Rubric*.
- IV. **Midterm Report 2012:** The requirements for the Midterm Report were reviewed and the individuals are best qualified to provide answers to the various topics (shown below in the bulleted list) were identified. The individuals will be notified by email about their assignments. A draft for each topic is requested by K. Daar and B. Baity by October 3 so that review of the drafts can begin at the October 6th meeting of ARG.
 - **Statement on Report Preparation:** B. Baity
 - **Response to Recommendations Regarding Eligibility Requirements:** #2 – Mission; #8 - Educational Programs; #10 - Student Learning and Achievement; #11 - General Education; and #19 - Institutional Planning and Evaluation - B. Baity & K. Daar
 - **Response to College Recommendation 1** – Mission: B. Baity & K. Daar
 - **Response to College Recommendation 2** - Improving Institutional Effectiveness: B. Baity & K. Daar
 - **Response to College Recommendation 3** - Instructional Programs: V. Jaramillo
 - **Response to College Recommendation 4** - Instructional Programs: B. Baity & K. Daar
 - **Response to College Recommendation 5** - Student Support Services: R. Cornner
 - **Response to College Recommendation 6** - Decision-Making Roles and Processes: B. Baity & K. Daar
 - **Response to District Recommendation 1, 2, and 3** - Financial Resources and Board and Administrative Organization: District Office
 - **Status of Substantive Change Proposals:** B. Baity & K. Daar
 - **Update on Planning Agenda Items: Various individuals depending on area of expertise**
 - **Planning Agenda - Standard I.A.1.** R. Cornner & V. Jaramillo
 - **Planning Agenda – Standard I.B.1.** A. Immerblum, A. Mullen, & E. Escatiola
 - **Planning Agenda - Standard I.B.3.** R. Cornner & J. Hernandez
 - **Planning Agenda – Standard II.A.1.** R. Cornner, V. Jaramillo & SLO Facilitators
 - **Planning Agenda - Standard II.A.1.c.** V. Jaramillo & SLO Facilitators
 - **Planning Agenda - Standard II.A.2.a.** V. Jaramillo & SLO Facilitators
 - **Planning Agenda - Standard II.A.2.f.** V. Jaramillo, SLO Facilitators & R. Cornner
 - **Planning Agenda - Standard II.A.2.i.** V. Jaramillo & SLO Facilitators

- **Planning Agenda - Standard II.A.3.a.** V. Jaramillo & SLO Facilitators
- **Planning Agenda – Standard II.A.7.** A. Immerblum
- **Planning Agenda - Standard II. B.** R. Cornner & O. Valeriano
- **Planning Agenda - Standard II.B.1.** A. Mullen, D. Ornelas & S. Morales
- **Planning Agenda – Standard II.B.3.a.** R. Cornner, D. Ornelas, & S. Morales
- **Planning Agenda - Standard II.B.3.c.** D. Ornelas, S. Morales, & R. Cornner
- **Planning Agenda - Standard II.B.3.e.** R. Cornner
- **Planning Agenda - Standard II.B.3.f.** J. Allred
- **Planning Agenda – Standard II.C.1.b.** M. E. Yepes
- **Planning Agenda - Standard III.A.1.** R. Martinez
- **Planning Agenda - Standard III.A.1.b.** A. Immerblum & A. Ornelas
- **Planning Agenda - Standard III.A.1.c.** R. Cornner, V. Jaramillo & SLO Facilitators
- **Planning Agenda - Standard III.A.1.d.** A. Immerblum
- **Planning Agenda - Standard III.A.6.** R. Cornner
- **Planning Agenda - Standard III.C.1.** T. Furukawa
- **Planning Agenda - Standard III.C.1.a.** T. Furukawa
- **Planning Agenda - Standard III.D.1.a.** R. Cornner & J. Hernandez
- **Planning Agenda - Standard III.D. 1.d.** R. Cornner
- **Planning Agenda - Standard III.D.2.a.** T. Furukawa & E. deOcampo
- **Planning Agenda – Standard IV.A.1.** J. Hernandez, E. deOcampo, R. Martinez & R. Cornner
- **Planning Agenda - Standard IV.A.2.a.** E. Escatiola, R. Martinez & J. Hernandez
- **Planning Agenda - Standard IV.A.3.** L. M. Ramirez
- **Planning Agenda - Standard IV.A.4.** K. Daar
- **Planning Agenda - Standard IV.A.5.** R. Cornner
- **Planning Agenda - Standard IV.B.1.b.** A. Ornelas & T. Furukawa
- **Planning Agenda - Standard IV.B.1.c.** J. Hernandez & E. deOcampo
- **Planning Agenda - Standard IV.B.1.g.** S. Lopez
- **Planning Agenda - Standard IV.B.1.j.** R. Moyer

V. Substantive Change Reports Update: The ESGC and the Board of Trustees approved the second substantive change report for distance education courses in July. It will now be submitted to ACCJC for approval by the ACCJC Substantive Change Committee at their November meeting. Future substantive change reports for the Health Careers Center and the Firestone Educational Center will be scheduled. Also there may be a need for substantive change reports for additional new programs as they develop.

VI. ACCJC News Highlights: The Committee members received documents regarding various ACCJC actions and activities to review.

VII. Stimulating Accreditation Interest – Discussion: Tabled.

VIII. October Meeting: The next meeting of the ARG will be held on October 6 from 12:00 to 1:30 p.m. The focus of the meeting will be to review drafts of sections submitted for the Midterm Report.

IX. Adjournment: The meeting was adjourned at 3 p.m.

Respectfully submitted,

Brenda Baity, Faculty Chair for Accreditation