

ACCREDITATION RESPONSE GROUP
MINUTES OF MEETING
3:30-5:00 p.m.
July 15, 2010

Present: Brenda Baity (Faculty Chair, Accreditation), Ryan Cornner (Dean, Institutional Effectiveness), Karen Daar (Dean, Academic Affairs and ALO), Evelyn Escatiola (Coordinator, Professional Development), Jeffrey Hernandez (Faculty Co-chair, Budget Committee and ESGC), Alex Immerblum (President, Academic Senate and Co-chair, Student Success Committee), Veronica Jaramillo (SLO Coordinator), René Martínez (Vice President, Workforce Education), Sarah Master (Research Analyst, OIE), Richard Moyer (Vice President, Academic Affairs), Armida Ornelas (President, AFT), Steve Wardinski (Chair, Curriculum Committee)

1. **Approval of Agenda:** Two items were added to the Agenda: *Approval of Minutes* and *Report to the Board of Trustees Planning and Student Success Committee*.
2. **Approval of Minutes: M/S/P (Moyer/Wardinski) to accept the minutes of April 28, 2010, as published.**
3. **Accreditation Response and Commission Concerns:** ARG members reviewed the letter from the Commission citing our removal from warning and reaffirming our accreditation. The next report to the Commission is the Midterm Report due March 15, 2012. In particular two concerns of the Commission must be addressed in the report:
 - a. Whether the District's financial resources are sufficient to support student learning programs and services to improve institutional effectiveness.
 - b. The expectation that ELAC will meet the standards that require the identification and assessment of student learning outcomes, and the use of assessment data to plan and implement improvements to educational quality by fall 2012.President Moreno will send a letter to the campus community regarding these concerns, with a particular emphasis on the importance of meeting the SLO requirement. ARG and the Academic Senate must work together to continue to build a culture of acceptance of SLOs as being useful.
4. **Report to the Board of Trustees Planning and Student Success Committee:** B. Baity, R. Cornner, R. Martínez, E. Moreno, and R. Moyer attended the meeting this morning, July 15, to report on the College's plans for accomplishing the recommendations from ACCJC as determined in the Commission's response to our Progress Report and follow-up visit in March. (See item 3 above.)
5. **Annual Report:** ARG members received a copy of the Annual Report to the Commission, which was submitted on June 29.
6. **Substantive Change Reports**
 - a. **Distance Education Substantive Change Report:** While no formal letter has been received from the Commission regarding the status of our report, K. Daar has

learned by phone that approval of the report has been deferred for three reasons: (1) the section on the Eligibility Requirements is too vague; (2) the data on Student Services is not adequate; (3) data is lacking on how online students interact with faculty. These three issues will be addressed in an addendum to the report which will be submitted to the Commission one month before the November 4 meeting when the Substantive Change Committee will reconsider the report.

- b. South Gate Substantive Change Report:** Work on the report has begun. B. Baity, R. Cornner, and S. Master have spent time at South Gate to begin the data collection.
- 7. Measuring Effectiveness of Shared Governance Procedures – Pilot Testing:** Members of ARG (8), EPSC (14), and ASU have responded to the pilot survey, generated in Class Climate. It was determined that the electronic survey method of distribution should continue with ample opportunity provided for follow-up discussion by the members of each evaluated committee.
- 8. Student Services Survey Report:** R. Cornner noted that the first survey yielded glowing responses from students. A second survey was sent to a larger sample. About 4000 surveys were completed. Unfortunately, they must be tallied by hand due to a problem with electronically scanning the responses. The final results should be ready by August. The preliminary results show a lack of knowledge about the availability of services. A discussion of surveys in general led to the suggestion that we should develop an SLO survey to try to measure attitudes and concerns about SLOs and distribute it in paper format on Opening Day. V. Jaramillo and R. Cornner will consider this suggestion more during the next month.
- 9. Second Edition of the *Shared Governance and Decision-Making Policy Handbook*:** The second edition will be developed in the fall. The target date for completion of the update is October, at which time it will be presented to ESGC for approval. The individuals with the expertise in each area of the *Handbook* will be asked to update their sections as needed. Also better data will be provided on committees. A. Ornelas questioned how “glitches” in process are reported and updated. K. Daar stated that each committee is responsible for managing its process and informing ARG that is responsible for the annual update of the *Handbook*. For example, when there was an issue concerning some groups being omitted from unfunded budget needs requests, it was determined that this problem occurred with the cluster plans and the annual plans process. This is a PRVC issue.
- 10. Collegewide Communications Strategy on Accreditation Issues:** Tabled.
- 11. Adjournment:** The meeting was adjourned at 4:45 p.m. The next meeting will be held in October 2010.