ACCREDITATION RESPONSE GROUP
MINUTES OF MEETING
1:30-3:00 p.m.
E7-313
March 10, 2010

Present: Brenda Baity (Faculty Chair of Accreditation), Ryan Cornner (Associate Dean of Research, OIE), Karen Daar (Dean, Academic Affairs and ALO), Rhiao Gao (President, ASU), Ran Gust (Co-chair, Educational Planning Subcommittee), Jeffrey Hernandez (Faculty Co-chair, Budget Committee and ESGC), Alex Immerblum (President, Academic Senate and Co-chair, Student Success Committee), Veronica Jaramillo (SLO Coordinator), Sonia Lopez (Dean, Student Activities), Kim Misa (Research Analyst, OIE), Richard Moyer (Vice President, Academic Affairs), Steve Wardinski (Chair, Curriculum Committee)

Focus of Meeting:

- Accreditation Follow-up Report presentation to the Board and team visit – The report was approved by the Board Planning and Student Success Committee today and is ready to be sent to the Commission by the March 15 deadline. The follow-up visit will occur within a few weeks after the report is submitted.

- Discussion - measuring effectiveness of shared governance procedures – Members spent most of the meeting discussing the development of the formative shared governance process evaluation form and the process for using the form. Several examples of evaluation processes used by other colleges were reviewed. It was determined that the evaluation should include

    - Committee goals/purpose (evaluation, needs, solutions)

    - Process issues (internal/external, needs, solutions)

    - Implementation issues (internal/external, needs, solutions)

    - Accomplishments (annual goals, evaluation, needs, solutions)

  The committee chair would be responsible for completing the evaluation and submitting it to committee members for review and feedback on such ideas as how effective the committee is, needs of the committee, challenges/obstacles, suggestions for annual goals, and communication effectiveness. All of this will be accomplished before submitting it to ESGC for information purposes.

  M/S/P (Hernandez/Wardinski) to adopt a motion to pilot test an evaluation form for shared governance processes and the procedure for use of the form that includes the

above elements. R. Cornner will develop the form. ARG members will first test the form. It will be refined. Then ASU and EPSC members will pilot test it before the end of spring semester. The revised form will be used by all shared governance groups beginning fall 2010 semester.

- Status of the draft of the Distance Education Substantive Change Report - B. Baity reported that she has not had time to work on the final draft of the D E Report because of work on the progress report due at the Commission on March 15, but will begin work on it within the next few days.

- Collegewide communications strategy on accreditation issues and *Shared Governance Handbook* – Accreditation is a standing agenda item for ESGC (K. Daar reports) and Academic Senate (B. Baity reports). R. Cornner presented to AFT on March 4. OIE staff will be making presentations to staff guilds, EPSC, and ASU during spring semester. B. Baity is working on a spring newsletter.

Adjournment: The meeting adjourned at 3 p.m. The next meeting will be scheduled in April via email.