

ACCREDITATION RESPONSE GROUP

AGENDA

1 p.m. – 3 p.m. in E7-313

April 12, 2013

- I. Call to Order 1:20 p.m.
- II. Approval of Agenda (Hernandez/Ryan-Romo)
- III. Minutes of March 1, 2013 M/S/P (Immerblum/Ryan-Romo) as presented
- IV. Announcements
 - A. **Faculty Co-chair for Accreditation** - Barbara Dunsheath – an announcement will be sent to campus
 - B. **Annual Report submitted to ACCJC** – by the deadline. two things we don't do correctly – website where students can look at student outcomes results LAC voted to forward the recommendation that they be made public similar to the way slo's are published. On the website. Potential concern: various policy guides state we must list all accrediting agencies that apply to our program and a link to where students can file complaints with the different accrediting agencies.
- V. **SLO Report** submitted to ACCJC: No feedback yet; any response to our report will come in June. It may raise red flags for future visits. Annual report or SLO report does not start the 2 year clock. 2-year clock starts as a result of a report. J. Hernandez noted that our program review evaluation process will result in recommendations based on a rubric that is yet to be developed will give feedback on the quality of the assessment process which the ACCJC expects. From now until opening day, we need to prepare faculty that this will be a part of opening day. B
- VI. Evaluation of Campus Committees- Development of a Process: need a formal review process. We tried one version of a committee self-evaluation on a trial basis a couple of years ago, but it didn't work. C. Kozeracki provided the form from Pierce as a basis from which to start. The form can be completed at an end-of-the-year meeting of a committee. We can test with some committees this semester. Might do in a 2-stage process – complete in one meeting and discuss the next and set goals for the next year at the first meeting of the fall. A. Gallegos stated that at city they tax the chairs to see that the evaluation occurs. B. Dunsheath recommended that all be required to complete during the same month. Also add a question about how the goals advance the college mission statement. Re ? from Jeff: where are results posted? Results are submitted to Shared Governance Council. How is all of the information synthesized from the committees? A. Immerblum asked how useful is this form for determining how well the committee is operating? Does not answer the question: What challenges or barriers to the completion of its tasks does the committee face? Ask 5 questions:

Dunsheath presented a 4-cell grid idea to be completed that would ask:
R. Cornner says we should still ask questions 4 and 5 and questions about mission.

Which committees will completed the self evaluation: for example those that have limited meetings such as graduation committee and scholarship committee or are not shared governance; what about those that are contractual such as WEC. Some will be required – ESGC and all committees that report to ESGC through subcommittee well as LAC – see handbook committee structure; others with

Will pilot this spring for effectiveness and rest to complete in the fall. Draft will be prepared before these groups meet: LAC at 5/1 meeting, ARG at , and ESGC at 4/22 or at 5/13 meeting will pilot this semester or in July.

- VII.** Self Evaluation Year Fall 2013 - Fall 2014 – Leadership: R. Moyer said that at vice president meeting this morning, Y. Delahousayee reported that all 9 colleges + district will be reaccredited in fall 2015. The question then arose whether ELAC will be evaluated then instead of during March 2015. Need verification from B. Beno. We will continue to work on the premise of the March 2015 visit.

Strategies for recruiting:

Leaders for the 4 standards:

Recruitment: Laura is recruiting classified staff. Re: staff representation – Laura reported that she has 8 to 10 classified staff committee who have volunteered to serve.

Carol is recruiting for standard 2A -

B. Dunsheath will attend meeting with Laura to recruit more (get info for that meeting)

Ryan will send out a notice each week re one standard to recruit.

Encourage people to take ACCJC training and be entered into a raffle for a prize to be given during opening day.

Post in the campus newspaper and in accreditation newsletter.

During Flex week which is culminated by opening day have workshops to promote interest.

Post quizzes on Facebook or in some other format with questions that will determine which standards interest the individual.

Develop a bird theme – one for each standard – Sankofa - Looking to the past to create the future

VIII. Items from the Floor:

- A.** Employee/Faculty/Staff survey must drive the self evaluation – this summer we need a team of people to review the questions and get a reasonable length survey. Carol, Brenda, Alex, and

Barbara will work on. Send drafts of standards to standard chairs to get feedback for ideas on question.

IX. Schedule for Next Meeting- May 23, 3 o'clock; July 11, 2 o'clock.

X. Adjournment at 2:40 p.m.