



ACCREDITATION TEAM

MINUTES OF MEETING

Friday, August 23, 2013

3:00PM – 4:30PM - G1-301C

Attendees: Dr. Richard Moyer, Al Rios, Maria Elena Yepes, Alex Immerblum, Laura E. Ramirez, Pauletta Daw, Jeremy Allred, Dr. Adrienne Ann Mullen, Danelle Fallert, Michelle Hernandez-Payan, Brenda Baity, Marga R. Limon, Vi Ly, Alfred Gallegos, Bryan Ventura, Dr. Carol Kozeracki, Armando Rivera-Figueroa, Angelica Toledo

- I. **Approval of Agenda:** (Maria Yepes/Brenda Baity)
- II. **Barbara shared the quote**, “We are continually faced with great opportunities, brilliantly disguised as unsolvable problems.”. Our goal for accreditation is to be fully re-affirmed. President Martinez has stated that this is his number one priority. Better to spend the time and energy getting it right the first time, than receive a sanction and have to work on it again.
- III. **There will be two groups:**
 - a. A-Team will coordinate each of the 4 standards. Meet monthly
 - b. Committee of the whole, Formerly ARG, renamed Accreditation Committee will meet monthly.
 - c. No agreement was decided regarding when to meet. We discussed 2nd Tuesday/2nd Thursday @ 3:00 – although there were conflicts. We were looking at the 4th Friday September 27 @ 1:30 as a possible meeting time. This would allow time for each standard to meet. Will follow up with email to determine best time.
- IV. **We reviewed the timeline Sheet:**
 - a. The first point of business is to review the template document and determine the missing areas needing evidence. This should be completed in the standard sub-committees.
 - b. It was suggested to add another column for people to interview.
 - c. A good source to look at is the follow up reports to ACCJC.
 - d. Additional resources are:
 - i. ACCJC website <http://www.accjc.org/> - look under “other resources.
 - ii. ACCJC “Orientation Basics” (Still time to enter drawing for second iPad <http://www.trainingway.com/accjc/>
 - iii. East standard will have a student worker.
 - iv. ELAC accreditation website, under development.
 - v. Ryan/Barbara
- V. **Other items to review:**
 - a. Former recommendations – Mostly handled by Ryan/Barbara – but some pertain to the other standards.
 - b. Eligibility Requirements

- c. Fall 2013 – evaluation of committees; Program review; IGLOs
- VI. Several members requested an updated list of all the people serving on the standards.** This should be emailed out to all members.
- VII. Accreditation Faculty Survey – following suggestions:**
- a. Proof Read
 - b. Unclear who would be “unclassified”.
 - c. Needs an introduction, something at the beginning to explain the purpose.
 - d. Each question should have a “non-applicable” box, or something about “not enough information to rank”.
 - e. A suggestion to offer an incentive for those participating was made. Concern was voiced regarding anonymity of answers if they then needed to list their name as the responder.
 - f. End of September should be the target date to allow folks to begin the semester.
- VIII. Announcements:**
- a. T-Shirts for all on the committee.
 - b. Complete the Accreditation Basics Training.
 - c. Any help/questions please ask.