



# ELAC ACCREDITATION 2016

*Looking Back, Moving Forward*

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## ACCREDITATION STEERING COMMITTEE

Friday, December 13, 2013

9:00am-11:00 am – G1-301 AB

## MINUTES

**ATTENDEES:** Dr. Carol Kozeracki, Danelle Fallert, Kerrin McMahan, Tom Furukawa, Laura M. Ramirez, Dr. Richard Moyer, Michelle Hernandez-Payan, Jeff Hernandez, Alex Immerblum, Dr. Barbara Dunsheath, Dr. Ryan M. Cornner

- I. Meeting called to order 9:16AM.
- II. Approval of Agenda (K. McMahan/C. Kozeracki)
- III. Approval of October 18, 2013 minutes with minor corrections (J. Hernandez/ A. Immerblum)
- IV. Revised Timeframe/New Standards was distributed and discussed. The changes are for Spring and Fall, 2014 – a focus on “Cultivating Excellence”.
- V. Check in of Standards:
  - a. Accomplishments:
    - i. GE Philosophy Statement
    - ii. CAFÉ
    - iii. Online Orientation
    - iv. Digital Budgeting
    - v. FYP Framework
    - vi. Faculty in Final Interview
  - b. Issues:
    - i. Mission doesn't state student group (I)
    - ii. Include GE Philosophy Statement in Catalogue (II)
    - iii. CTE meet employment ?? Advisory Groups (II)
    - iv. SLOs in syllabi (II)
    - v. Accurate electronic format (III)
    - vi. Attendance meetings ?? (III)
    - vii. Evidence of evaluations (III)
    - viii. Was DE class evaluated? (III)
    - ix. Evaluation of reassigned IPs? (III)
    - x. Complaint process ?? (II)
    - xi. Formerly Identify Construction Short term/Long Term priority (III)

c. Obstacles:

- i. Documentation of Program Quality (DE,HS, SG) (II)
- ii. SLO, Closing the loop (II)
- iii. Quality of community services program – do they need SLOs (II)
- iv. Needs of learning styles Role of ?? (II)
- v. Apply GE outcomes to other courses (and steps in between) (II)
- vi. Document DE Quality (see above)
- vii. Student Complaint Process (III)
- viii. Probation Students – appeals process (III)
- ix. Staff hiring prioritization (III)
- x. Lack of consultation (IV)

d. Best Practices :

- i. Review and update Website
- ii. Trans Advisory Program – mini version for all
- iii. Faculty Handbook – embedded on regular basis
- iv. Group info Sessions
- v. EPSC top priorities Short term vs. Long term
- vi. Planning

e. General areas to work toward:

- i. Process for Prioritizing schedule/deferred maintenance
- ii. Process for capital outlay
- iii. Promoting innovation
- iv. Integrating non10100 funds
- v. Report out Fi??
- vi. Academic Help SB 1456 integration

VI. Final Data from the faculty survey has been posted to the Sharepoint site.

VII. A retreat is being planned for Friday February 21 from 8:30-2:30 entitled “Cultivating Excellence”.

Ding-Jo Currie, formerly the President of Coastline College and the Chancellor of Coast Community College, currently a professor in the Educational Leadership Doctoral Program at CSUF has been solicited as the opening speaker. The goal of the day would be to form committees to work on five major areas:

- i. Instructional Programs
- ii. SLOs, assessment, data gathering
- iii. Campus Culture
- iv. Committee Effectiveness
- v. Workplace Civility – building on CAFÉ

The committees would strategize for enhancing these five areas, create concrete action plans for continuous improvement that would better meet accreditation standards, apply best practices, and interface with ELAC's existing strategic direction and plans.

The targeted audience is: the accreditation committee as a whole, campus leaders, and individuals who might not be currently involved, but who have the potential and/or desire to be involved (people are encouraged to bring "new blood" to the retreat.)

- VIII. Accreditation Steering Committee is advised to wait until new standards are released, hopefully in summer, 2014. The revised timeframe has a draft of the standards due Mid March, 2015.
- IX. Meeting adjourned 11:04AM.