



## The Accreditation Steering Committee Notes

November 10, 2015

December 15, 2015

### November Meeting

Attendance: Jennifer Alvarado, Paul De La Cerda, Angelica Toledo, Carol Kozeracki, Jeremy Allred, Jeff Hernandez, Milton Castro, Michelle Hernandez, Barbara Dunsheath

- I. Call to Order
- II. Review Minutes of 10-13-15
- III. Announcements:
  - a. Review Presentation to BOT November 4, 2015. Overall there was positive feedback regarding this presentation. The BOT subcommittee unanimously adopted the draft of ELAC's self evaluation. This presentation will be posted on the accreditation website.
  - b. Standards up online.
  - c. Comment Form Deadline today (11-10-2015) A handful of comments have been received and are being incorporated into the report
- IV. Accreditation Timeline 2015-2016 update:
  - a. Deadline to BOT Nov. 25, 2015
  - b. BOT approval Dec. 9, 2015
  - c. Mail to ACCJC Jan. 10, 2015
  - d. March 7-10, 2016 Visit.
- V. Status of Self Study
  - a. Editing done/Linking of Evidence is in process. If anyone receives a request for evidence please reply in a timely manner.
  - b. Printing schedule - Art's Press is contracted to print the report. Pictures and graphics have been chosen. 150 copies will be requested. These are scheduled to be delivered the first week in January.

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- c. Action Plans – some discussion regarding how to enact these action plans and insure follow through was held. A summary table is included in the report that identifies the college lead, timeline and anticipated outcome.
  - d. Functional Map. ELAC’s Accreditation Steering Committee reviewed the District-College Functional Map at its meeting on November 10, 2015. The committee agreed with DPAC’s proposal except in the following areas
    - I.A.1 - Primary responsibility should lay with the college since the district does not confer degrees or other credentials. DPAC concurred 11/20/2015.
    - I.B.5 6 The district should NOT have secondary responsibility because they do not complete learning outcomes. DPAC did not accept change 11/20/2015.
    - I.C.2 The college should have primary responsibility. DPAC concurred 11/20/2015.
    - I.C. 10 11 Does not apply. No mapping should occur. DPAC concurred 11/20/2015.
    - II.B.4 District should have secondary responsibility because they assist with certain contracts for the library and other support services such as inter-library loans. DPAC did not accept change 11/20/2015.
    - II.B.2 District should not have secondary responsibility because they do not complete learning outcomes. DPAC concurred 11/20/2015.
    - III.B.1 College should have primary and district secondary responsibility although the district is involved with construction. DPAC did not accept change 11/20/2015.
    - III.C.4. Some concern about the college having the primary responsibility and district secondary. It was agreed that the district does provide technology training. DPAC concurred 11/20/2015.
    - III.D. 13 This is only a district function. The college should not have secondary responsibility. DPAC decided this standard does not apply 11/20/2015.
    - III.D. 14 This should be shared responsibility because colleges often have their own foundation. DPAC concurred 11/20/2015.
    - IV.A.1, 2, 3 The committee felt strongly that the primary responsibility should rest with the college. The committee believes these standards refer to the institution. DPAC concurred 11/20/2015.
  - e. Cultivating Excellence. A handout illustrating a sample of the cultivating excellence excerpts was distributed. Eighteen excerpts will be included in the final draft of the report.
- VI. Communication with Campus – Much of this was tabled due to lack of time.
- a. Spotlights on Accreditation – Need written handouts for campus highlighting aspects of the report and preparing individuals for the visit.
  - b. Campus-wide retreat – Jan. 2016. The president is

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scheduling planning meetings for this. This relates to the action plan concerning communication, and creating a collegial culture.

- c. Future direction of Accredited Steering Committee
  - i. QFE
  - ii. Committee self-Evaluation
  - iii. Review of GPH
  - iv. Annual Report

VII. Next Meeting

- a. Committee of the Whole - Nov. 30, 2015 @1:30-3:00\*  
rescheduled for Dec. 15, 2015
- b. Steering Committee - Dec. 15, 2015 @1:45-3:15

December Notes

This meeting was a celebration and thank you to the team for their dedication and hard work.