



Accreditation Committee of the Whole Meeting Notes

July 27, 2015

Attendees: Miguel Duenas, Carol Kozeracki, Kerrin McMahan, Alex Immerblum, Chris Garcia, Edward Alvarado, Danelle Fallert, Julie Benavides, Maria Elena Yepes, Evelyn Escatiola, Jeffery Hernandez, Beatriz Tapia, Barbara Dunsheath

- I. Meeting called to order @ 11:00am.
- II. Announcements made
 - Opening Day “Putting Students First” – August 27th, 2015
 - Catalog will be made available before October 2015 – an Ad Hoc meeting has been called.
 - Evidence files need to contain current information
 - Update needed on Faculty and Curriculum Handbook
 - Governance Policy Handbook will be reviewed by ESGC later today
 - a. Student Success Committee recommended a handout explaining available funding sources for various projects.
 - b. ACCJC has published a new **Guide to Evaluating and Improving Institutions**
 - Expanded evidence lists
 - Expanded sections for Distance Education and Correspondence Education*** ELAC has no correspondence education courses. The DE coordinator has ensured all DE courses have continuous Faculty Initiated Contact.**
- III. Reviewed June 29th notes – no changes recommended
- IV. Reviewed Quality Focus Essay: Identified three focus action areas
 1. “Welcome/ Support Center”
 - Collecting data from Beatriz Tapia and Julie Benavides
 - Single point of entry
 - Use of word Campaign in title
 - Engage students from Day 1
 - 85% Basic skills/ Referral system
 - Track and measure impact
 - Co-located services
 - Online presence
 - Title V focus group, student surveys, equity, and service request

2. Basic Skills Pipeline

- Collecting data from Carol Kozeracki, Ruben Arenas, and Student Success Committee
- Credit/ Non-credit
- Student Success Scorecards
- AOC English/Math placement
- Transfer initiative
- More Outreach, Adult Ed Initiative
- Mission Statement: Goal 1

3. Transfer

- Collecting data from Paulina Palomino and J. Edward.
- University/Special Programs
- Transfer engagement team
- Faculty engagement
- Completion/ Transfer Conference/ Scholarships/ Financial
- Faculty, Advisor, Mentor, Coach (Title VI)

V. QFE Review discussed:

- Connection to Mission Statement
- Data Analysis
- Needed Change/ Development/ Institutionalization/ Expansion
- Outcomes and Impact on Academic Quality and Institutional Effectiveness
- Observable and Measureable outcomes
- Connection to Accreditation Standards/ Self-evaluation Report
- Overall a demonstration of the institution's commitment to Excellence

*Identified individuals (B. Tapia; J. Edwards Stevenson; Paulina Palomina; Carol Kozeracki; Ruben Arenas) should write up minimum of 4-5 pages addressing action plans. *The Quality Focus Essay must discuss in detail the Action Project, the manner of implementation, timelines, and integration with ongoing, integrated planning, resource allocation, and re-evaluating processes at the institution.

*Rough Draft Due: [August 17th, 2015](#)