ACCREDITATION STEERING COMMITTEE
CAI – Arroyo Room, 9:00 a.m.–10:30 a.m.

Present:  James Armstrong, Pat Flood, Madelline Hernandez, Sarah Master, Mary Lou Mendoza, Leslie Milke, Darlene Montes, Monte Perez, Joe Ramirez, Zoila Rodriguez-Doucette, Dennis Schroeder, Daniel Villanueva
Absent:   Michael Allen, Cathy Brinkman, Angela Echeverri, Michael Griggs,
Support:  Susan Ghirardelli, Ludi Villegas-Vidal
Guests:   Patricia Chow, Deborah Paulsen, Sandy Thomsen

Meeting called to order 9:10 a.m.

1. Review Minutes
   • April 1, 2014  M/S/Approved  (Zoila/Darlene)
   • April 16, 2014 M/S/Approved
   • April 23, 2014 M/S/Approved w/ correction

2. Accreditation Visit overview
   • Danny talked a little about his interviews. One thing he explained to the visitors is that our HR plan is determined by District and by labor contracts.
   • Joe said that Student Services did a lot of work on the 14 Recommendations and he thought the visit went well. He said that he was asked and answered the same question many times as to why the comprehensive program review was not completed this year.
   • Sarah had very positive interactions with the interviewer at her meetings, who seemed satisfied with her answers and the report.
   • Leslie also felt the interviews she participated in were mostly very positive and that the team recognized our hard work since the last visit.
   • Zoila commented on the lack of student collegiality opportunities: there is no real student union area. She offered to partner with ASO to help generate student events.
   • Danny thanked everyone for cooperating by not engaging the protestors.

3. Next Steps
   a. Mr. Rota was asked whether we will get off warning. He replied he cannot speak for the Commission, but said we should continue our present course of work.
   b. May 15 Update Report
      • Nine recommendation updates are complete. Five are still in progress; four out of the five are doable by the deadline. The 5th one, Rec 9, needs a lot of work. Matthew Lee will work with Student Services to write it.
      • Rec 2 – The chair of the team, Michael Rota, said to Dr. Perez that the number of PLO assessments should be increased.
      o  [Note from Pat Flood:  we have 292 PLOs. 66% of them have had one PLO assessed; however, many more need to have assessments posted on the online system.]
      • Rec 5 – A white paper was requested assessing The Eagles Nest. Sarah said that the analysis is completed.
      • Rec 7 – In progress. Proof was requested that Student Services is hiring more personnel. Dr. Perez will update Rota on the hiring progress.
      • Rec 9 – Complete a comprehensive review of all Student Services areas as soon as possible. We are not at a proficiency level. Requested a higher quality level of assessment, especially for the last 5 years. Matthew Lee will work with Student Services. All workshops must be done by fall 2014 and then assessed.
Los Angeles Mission College

MINUTES: Wednesday, April 30, 2014

- Rec 10 - Darlene questioned whether the Addendum to Rec 10 was complete. Dr. Perez replied yes, that the global approach did not require an addendum, however he will write one anyway.
- Rec 14 – Provide evidence that we are working to hire an Academic Dean.

c. 2-Year Master Calendar
- Danny, Mary Lou and Madelline will create a two-year Master calendar itemizing tasks each Division must accomplish and by what deadlines. IT will upload the calendar to Microsoft Project. This will institutionalize tasks and help keep everyone on track. Michael and Sarah will also assist, and volunteers are welcome.

d. June 6th Dr. Perez and Michael Allen will travel to Sacramento to meet with ACCJC for another update.

4. President’s Report
a. The ACCJC public hearing hosted by LAMC went well. The Chair and Vice-Chair of the Commission were here.
   - Sandy wanted to send a comment to the Commission regarding the new proposed standards. The ASC asked Sandy to write the comment and send it today to ASC for review, after which she will send it to the Commission with the ASC’s endorsement.

b. Student Services Task Force formed
   - Mary Lou talked about the Task Force created to assist Student Services to complete Program Review. The first meeting is scheduled for May 5th. Members are Mary Lou, Dennis, Larry and Diana.
   - When asked if the Program Review tool meets SS needs, Joe responded yes, that what they are looking at are the SAOs, and there was a workshop addressing those with Matthew Lee.

c. May 30, 2014
   - AtD annual retreat at Valley College.
   - LAMC College Council Retreat
   - LAMC Town Hall
   - Matthew Lee scheduled to meet with Danny. This meeting to be rescheduled.

d. Springfest – Saturday, May 31, 2014

e. The Program Review Platform will be upgraded with aesthetic improvements. Hahn Tran has been doing this at Valley, and we will use their version.

f. Peer Mediation Training – June 2 through June 6
   - We’ve received an allocation to fund this training. The plan is for the training to become part of the LAMC culture.

g. Kimble and Barrera will call a June meeting regarding the 2016 Accreditation visits.

h. Funding is available for other accreditation-based work. The allocation will also fund the services of Matthew Lee.

5. ALO’s Report – No report.

6. Additional Topics
   - Dr. Perez will be making a trip to China May 12th for a Vocational Summit with Chinese college presidents. He will be giving a report on CA community colleges and CTE.
   - Dr. Perez provided cake and coffee at the meeting to thank the ASC.
   - The question was raised what is the future of ASC now that the Follow-up Report and Addendum is completed?

7. Next Meetings
   - Monday May 12, 9:30-11:00 a.m., Arroyo Room
   - Wednesday, May 28, 9:00-10:30 a.m., Arroyo Room
   - Wednesday, June 18, 9:00-11:00 a.m., Arroyo Room

Adjourned: 10:20 a.m.