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

Present: Michael Allen, Faith Colt, Pat Flood, David Garza, David Jordan, Madelline Hernandez (for Cathy Brinkman), Leslie Milke, Deborah Paulsen, Monte Perez, Joe Ramirez, Oliva Sanchez-Ayala, Daniel Villanueva

Absent: Kelly Enos, Sarah Master, Zoila Rodriguez-Doucette,

Support: Rod Austria, Susan Ghirardelli

Meeting called to order 9:11 a.m.

1. Review Minutes
   - September 24, 2014
   - M/S/Approved w/ corrections: Allen/Sanchez-Ayala
   - Abstained: Paulsen

2. President’s Report
   - Michael Allen is our resource for accreditation information from District
   - District will engage the services of Matthew Lee for the 2016 Self-Report, pending acceptance of his proposal. He will be interviewing the presidents of all 9 campuses to discern the needs of each campus.
   - Dr. Perez asked the committee members for any requests they’d like made during his interview with Dr. Lee. Some of these requests were that Dr. Lee help to:
     - Work with Administrative Services to help organize their program review
     - Provide consistency among the 9 campuses in writing the report and standardize the verbiage.
     - Provide information about the status of the Bond construction; we are out of the loop since construction was centralized at the District level.
     - Provide District statistics on SLOs, etc.
     - Identify a point-of-contact person at the District Office for the ACCJC team. The Interim Chancellor position is not permanent.
   - There is a concern within the committee about collaborating with the District Office in writing Mission’s 2016 Self-Report. Other concerns expressed by committee members:
     - The 18-24 month long training promised by the Interim Vice-Chancellor to prepare for writing the 2016 Self-Study has never materialized.
     - The conclusions of the ACCJC response to Recommendation 2 in the Follow-up Report are inconsistent with what was presented in the Report.
     - The District Academic Senate is concerned about District’s handling of the 2016 Accreditation process.
     - LAMC’s ASC Co-Chairs and ALO should meet with the District Office, the Chancellor and the Interim Vice-Chancellor to discuss the accreditation situation and align our efforts.
     - It is important we provide enough time to vet the written report and get the entire campus involved via focus groups, etc. More time to vet the prior report would have been useful.

3. ALO’s Report
   - The 2016 Self-Report
     - The ACCJC members are paid through the Commission and our campus then reimburses the Commission for expenses incurred in the visit. However, it is each campus to arrange the logistics of their visit.
     - Dr. Perez will keep the ASC informed of whatever trainings are available and follow up on this with the District Office.
VP Allen would like ASC to go directly to the ACCJC to request training, and invite our sister colleges to participate. Friday, November 21st was selected and a possible date to arrange a half-day training session for ASC members.

PLOs/SLOs – there is a plan for assigned teams to help departments complete their SLOs and PLOs. The SLO Summit is scheduled for Friday, October 17th.

4. Committee Membership
   - Deborah Paulsen has been appointed by the Council of Instruction to represent the department chairs on the ASC.
   - We are still trying to secure a representative from ASO for ASC membership.

5. Phase II – Follow-Up Report Draft (Recommendations 2, 5, 7, 9, 14)
   a. Rec 2 – Pat Flood
      - In good shape. After the SLO Summit, there will be another draft.
      - Nick will need to help to update the online PLO system. Rod will follow up on this with Nick.
      - Professional Studies has a lot of degree changes, therefore a lot of these will not be assessed. VP Allen noted there is a team consisting of Dean Montes, Dean Hernandez, Jan Silver and Deborah Paulsen tasked with organizing Professional Studies. After the team puts together their report, Louis Zandalasini can vet the conclusions.
   b. Rec 5 – Leslie Milke
      - Sheila MacDowell and Marie Zaiens, directors of the Eagles Nest, are creating a schedule of activities to be posted on the website.
      - Meetings, handouts and other documents for the Eagles Nest activities should be provided as evidence for the report.
      - David Jordan and Deborah Paulsen will work with Sheila and Marie to design SLO assessments for the Eagles Nest.
   c. Rec 7 – Joe Ramirez
      - The process of hiring of a Dean of Student Success and a Student Services Aid are ongoing.
      - The hiring committee for the new Dean will hold interviews next Friday. The President will interview the final candidates on November 10th. The new dean will start work in mid-December.
      - It is important to clarify how the new hires are addressing the gaps outlined in the Student Services portion of the ACCJC’s response to the Follow-up Report.
   d. Rec 9 – Joe Ramirez
      - The author was asked to expand on the three written pages: talk about what has been done, what is in progress, and what is planned.
   e. Rec 14
      - Focus groups

6. Follow-Up Report Next Steps
   - Phase III drafts are due Friday October 17, 5pm; send them to the ASC Co-Chairs.

7. Self-Evaluation 2016
   - Danny and Kelly are rounding out the writing teams and will send out updates with the team rosters. Please email Danny your recommendations for team members.
   - Drafts for all standards will be due every two weeks.
   - Remember to document your resources.
   - The question was raised whether an adjunct can be a writing team leader. An adjunct can be a writing team member but not a team co-lead.
• Remember to celebrate the good work we are doing.
• Start practicing our interview skills to prepare for the visit. It was suggested that mock interviews would be useful. Rather than wait for District initiative, we will organize this for our campus.
• Dr. Perez will conduct another Town Hall this semester and also provide Accreditation updates on Monte's Minutes online.

8. Next Meetings (2nd and 4th Wednesdays, 9:00 a.m. to 10:30 a.m., CAI Arroyo Room)
   * October 22
   * November 12, 26
   * December 10
   * January 7, 14, 21, 28

◆ Adjourned: 10:28 a.m.