ACCREDITATION STEERING COMMITTEE

Wednesday, December 10, 2014
9:00 a.m.–10:30 a.m.
CAI – Arroyo Room

Present:  Michael Allen, Pat Flood, David Garza, Michael Griggs, David Jordan, Sarah Master, Leslie Milke, Deborah Paulsen, Dr. Monte Perez, Zoila Rodriguez-Doucette, Olivia Sanchez-Ayala, Daniel Villanueva

Absent:  Cathy Brinkman, Faith Colt, Kelly Enos, Joe Ramirez

Support:  Rod Austria, Mary Lou Mendoza, Darlene Montes, Ludi Villegas-Vidal

Guests:  Donna Ayers, Diana Bonilla, Walter Bortman, Carlos Gonzalez

❖ Meeting called to order 9:10 a.m.

1.  Review Minutes
   •  November 12, 2014  tabled to next meeting

2.  Videotaping of Monte’s Minute with the committee
   •  Members of the committee were interviewed about their roles in Accreditation.

3.  President’s Report
      •  Dr. Perez discussed his meeting with the Chancellor and the other college presidents and distributed a handout titled Chancellor’s Retreat Notes.
         o  The Chancellor asked for a report on what our current challenges are with accreditation, how the college is addressing these challenges, where the district could be helpful and how we are planning to spend our allocation resources.  Please send your thoughts to Dr. Perez or Danny Villanueva.
         Some challenges discussed:
         *  Disaggregation of data
         *  Managing all aspects of the writing process
         *  Formatting
         *  What is the expectation of consistency among all 9 campuses?  How do we write our own report and still connect it to the other 8 colleges?  Clarification needed from District.  A template for each standard would be helpful.  These issues are consistently brought up at DPAC meetings but are not being addressed there.
         *  More involvement required from the Personnel Commission
         *  Need input from more parties on our own campus, not just ASC members.
         *  We are looking at a new platform for Program Review and possibly other areas in the future.
         *  The SIS system should be reflected in Standard IIIC.
         *  Leveraging resources across the District for Accreditation purposes would be helpful.  Although it’s the individual colleges that get accredited, they are intertwined with the District Office and its processes and resources.  There is a lack of information forthcoming from the D.O.  There is a crucial need for the District to provide consistent evidence to all 9 campuses in order for them to write their individual self-studies.
         o  Dr. Perez will forward a summary of the points listed above by Monday.  His observation is that the other college presidents have expressed facing similar problems.
   b.  Focus Group reports - will be done by Monday, December 15th.
   c.  Dr. Perez said his team was finishing up recommendation 14.

4.  ALO’s Report
a. Peer Mock Accreditation Visit - it was decided that a plan by District to have mock visits offered to campuses would not be useful and has been scrapped.
   • Concerns were twofold: we don’t have enough human resources to organize the visit and the individuals who volunteered generally did not have the experience required for a site visit
   • There was a request to use District accreditation funds to hire an expert (such as Matthew Lee) to read and assist in editing our final report. District may in fact hire someone to review all 9 campus reports to ensure their mutual consistency.
   • There is concern about the deadlines imposed by the BOT.
   • There was a suggestion to follow a similar process used by Pierce College, whose ASC members visited all campus governance committees to discuss the ACCJC visit and what to expect.

b. ACCJC Training in January/February 2015 with Bob Pacheco - District is asking VP Allen for a list of people from LAMC who will be attending. In addition to those who previously expressed an interest, Pat, Diana, Zoila, Ludi, Carlos and Susan will also attend the training.

c. ACCJC Conference, April 23 & 24, 2015, San Diego
   • April 23rd Preconference for ALOs, CEOs, and ASC Co-Chairs – Dr. Perez (CEO), VP Allen (ALO), VP Villanueva (Co-Chair) and Kelly Enos (Co-Chair) will be attending.
   • April 24th Accreditation Standards Conference – above individuals to attend, and we have also requested seats for Dean Master (as Dean of Institutional Effectiveness) and Dean Hernandez (as transitioning ASC Co-Chair).
   • It was suggested that we should include more faculty at the conference. VP Allen will suggest this to D.O.

5. Follow-Up Report – next steps
   • Rec 2 – No new report.
   • Rec 5 – will complete writing soon. Will include something about Learning Styles from the Brown Bag on Dec. 11th conducted by VP Allen.
   • Recs 7 & 9 – still need work. SAOs in Counseling are missing the DE portion in Rec 9.
   • Recs 7 & 9 – Joe to meet with Kelly to discuss.
   • Rec 14 – David Garza said they are finishing compiling the data from the focus groups and will be including that in their report.

6. Self-Evaluation 2016-Status of Standard Team Phase One Narrative drafts
   • Standard IC – small amount of editing remaining
   • Standard IIA – writing team now complete: Darlene, Carolyn Daly, Richard Rains, Daniel Waktola, Mike Climo, Veronica Allen, with assistance from Pat Flood on SLOs and Said Pazirandeh on Curriculum.
   • Standard IIB – draft sent to appropriate parties to update information for their area of support services.
   • Standard IIC – first drafts complete. Team will be meeting on the 16th to discuss the phase II draft.
   • Standard IIIA through D – Rod is working on surveys. Frances and Tobin working on Financial. Danny is working with Wally and D.O. to explain what’s going on with the building program. Writing is on schedule to meet the January deadlines.
   • Standard IV – working to follow up on Nov 18 focus group materials

7. Napa Valley webinar debrief
   • Michael said it was informative however, there were some technical difficulties. The link to the webinar will be posted on the ASC website.

8. Other Items
   • Danny, Rod and Kelly are working on the Master Calendar.

9. Next Meetings  (Weekly, 9:00 a.m. to 10:30 a.m., CAI Arroyo Room)
   • January 7, 14, 21, 28

❖ Adjourned: 10:25 a.m.