ACCREDITATION STEERING COMMITTEE
Wednesday, May 13, 2015
9:30 a.m.–10:30 a.m.

INST 1005

Present: Kelly Enos, Sarah Master, Deborah Paulsen, Joe Ramirez, Oliva Sanchez-Ayala, Daniel Villanueva
Absent: Michael Allen, Cathy Brinkman, Faith Colt, Pat Flood, David Garza, Michael Griggs, David Jordan, Leslie Milke, Dr. Monte Perez, Zoila Rodriguez-Doucette,
Support: Rod Austria, Matthew Lee, Mary Lou Mendoza, Darlene Montes, Ludi Villegas-Vidal
Guests: Donna Ayers, Diana Bonilla

❖ Meeting called to order by Kelly Enos, 9:30 a.m.

1. Review Minutes
   • April 29, 2015 M/S/Approved w/ corrections S. Master/O. Sanchez-Ayala

2. President’s Report - No report
3. ALO’s Report - No report

4. Self-Evaluation Report
   a. Phase V draft due May 15, 2015
   • All Phase V drafts will include the narrative, and tables should be transformed into a bulleted list.
   • It’s recommended that references supporting evidence be put at the end of paragraphs.
   • Writing teams should be sure to check the ACCJC website for updated guides and answers to questions that were raised at the April conference in San Diego.
   • Hardcopies of all evidence will be required again for the 2016 Self-Evaluation
   b. DPAC accreditation training May 22 at the District office. Kelly, Danny, and Sarah will be attending.
   c. Standard team training May 29th
   • Breakfast served 8:30am, training from 9:00am-11:00am
   • Dr. Lee will attend
   • Send Co-Chairs your ideas of what you would like to see covered. Some requests that were mentioned:
     o Instruction on formatting and sending evidence
     o Brainstorming issues regarding certain Standards
     o Training by Rod on converting evidence to pdfs and related issues
     o Discussion about expectations for the June 12th draft
   d. ASC meeting schedule increased to every Wednesday, starting May 20th.
     • Meetings will be used to review final drafts.
       o Kelly will send the appropriate standard to be reviewed to ASC members 5 days prior to each meeting. He will also provide points to look for while reviewing.
       o It was suggested that the standard writing teams be polled early for progress and that deadlines be set for ASC to review the final drafts.
       o Work towards one consistent voice for the entire document.
     • Full-time faculty will be sent (by Dr. Perez?) an email encouraging them to work on Accreditation during the summer.

5. Next Meetings
   • May 20, 27
   • June 3, 10
❖ Meeting adjourned: 10:20 a.m.