ACCREDITATION STEERING COMMITTEE
Tuesday, July 21, 2015
2:00 – 4:00 p.m.  CAI Arroyo Room

Present:  Michael Allen, Kelly Enos, Pat Flood, David Garza, Sarah Master, Oliva Sanchez-Ayala, Zoila Rodriguez-Doucette
Absent:  Cathy Brinkman, Faith Colt, Deborah Paulsen, Michael Griggs, David Jordan, Leslie Milke, Dr. Monte Perez, Daniel Villanueva
Support:  Rod Austria, Madelline Hernandez, Mary Lou Mendoza, Isabelle Saber

❖ Meeting called to order by Kelly Enos 1:18 p.m.

1. Review Minutes
   • June 16, 2015  M/S/Approved w/corrections  Rodriguez-Doucette/Sanchez-Ayala
     Abstentions:  Allen, Enos, Garza, Mendoza
   • July 14, 2015  M/S/Approved w/corrections  Allen/Rodriguez-Doucette
     Abstentions:  Sanchez-Ayala, Garza

2. President’s Report
   • No report

3. ALO’s Report
   a. Michael Allen met with Dr. Perez and the AA Deans yesterday. They recommended the following changes in order to move forward more quickly in preparing the Self-Evaluation draft:
      i. Creation of a core writing/editing team to meet once a week with individual Standard team leads to review and edit their respective Standard drafts prior to submission to ASC. Recommended members of the editing team are the ASC Co-Chairs, Deans Hernandez, Master and Saber, Darlene Montes, Leslie Milke, one person from Student Services (possibly Mary Lou Mendoza), and someone from Administrative Services.
      ii. After working on the drafts with the Standard team leads, the editing team will forward the drafts to Matthew Lee and ASC for vetting.
      iii. Revision of the ASC meeting schedule to once every 2 weeks, for one hour. The ASC Co-Chairs will create a new schedule and forward it to ASC members.

4. Self-Evaluation Report
   a. Discussion of Napa Valley College Self-Evaluation 2015
      http://www.napavalley.edu/AboutNVC/Planning/accreditation/Pages/Self-Evaluation2014.aspx
      • General comments:
         o Self-Evaluation fell short on follow up on SLOs.
         o Narrative may have exceeded word limit.
         o The “Evidence of Meeting the Standard” and “Analysis and Evaluation” sections were mislabeled.
         o Napa’s Quality Focus Essay seemed vague and somewhat unfocussed. During the discussion of the QFE, it was mentioned that the Essay may be revised within one year of its original submission.
      • Napa Valley’s report may be used as one of many tools, but is not necessarily a quality guide for the writing teams.
   b. There was a discussion of Joanne Waddell’s recent commentary on the ACCJC. Dean Saber will send ASC members a link to the article:  http://www.dailynews.com/opinion/20150708/community-college-accreditation-commission-needs-more-accountability-guest-commentary
   c. The July 28th ASC is cancelled, per the new meeting schedule described above.
   d. Standard IIA is the next Standard scheduled for review. It will be submitted to the Co-Chairs by July 24th, 5:00 p.m.

Next Meetings
   • August 4, 18
   ❖ Meeting adjourned: 1:57 p.m.
   ❖ Transcribed by S. Ghirardelli