

Accreditation Steering Committee
August 11, 2009 Minutes

MEETING TYPE:

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Staff

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Product/Project

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Special

Starting Time: 10:00 a.m.

Ending Time: 11:00 a.m.

Place: AA-109

Chair: Berta Cuaron, ALO

Attendance: Michelle Barton, Monika Brannick, Marty Furch, Katherine Gannett, Brent Gowen, Terry Gray, Shawna Hearn, Ken Jay, Shannon Lienhart, Tom Medel, Norma Miyamoto, Linda Morrow, Mary SanAgustin, Mollie Smith, Diane Veach

Absent: Andrew Bissell, Ken Jay, Kelley Hudson MacIsaac, Jackie Martin-Klement

Recorder: Glynda Knighten

Chair Berta Cuaron called the meeting to order at 10:05 a.m.

Minutes of the April 9, 2009, meeting were approved as presented.

Progress reports on ACCJC recommendations were given.

Recommendation #1: Integrated Planning, Evaluation, and Resource Allocation Decision Making – Michelle Barton

Michelle reviewed the outcomes of the four meetings of the Strategic Planning Council (SPC) Work Group on planning, evaluation, resource allocation, and budgeting. At its August 6 meeting, SPC agreed to accept in concept the planning and budgeting models recommended by the Work Group and to meet weekly during Fall 2009. Budget Committee members will be invited to join the SPC meetings for continued dialogue on planning and budgeting models. She stressed the need to use data to measure, analyze, and evaluate outcomes and the need to modify/update the Program Review and Planning process to show how resource allocation influences student learning.

Recommendation #2: Student Learning Outcomes – Marty Furch

Marty reported four main activities since the March site visit:

1. A professional development workshop in June was attended by 17 faculty. They provided positive feedback on the workshop and entered SLOACs in CurricUNET. SLOACs continue to be developed, with 582 entered in CurricUNET at this time, and an additional 42 to be entered soon.
2. A learning outcomes planning group met on August 4 and prepared a timeline by semester through 2014 for developing student learning outcome assessment cycles. The timeline will be presented to Faculty Senate, Curriculum Committee, and other governance groups as appropriate.

3. The Learning Outcomes Council and other individuals reviewed two SLOAC reporting systems during spring semester. Additional systems will be reviewed in the fall with a target date of October for purchasing a system. The system will provide data needed for departmental use and will provide the reporting requirements for course/program/institutional SLOACs.
4. Significant work has been done to prepare for the full-time and part-time fall faculty plenary workshops that will be dedicated to SLOACs.

Recommendation #3: Distance Education – Ensure Comparable Quality of Instruction - Berta Cuaron

Berta reported that research on this recommendation should focus on online distance education. Three areas of improvement are needed:

1. Basic training requirements/competencies of faculty teaching online classes
2. Ensuring students enrolled in online classes have regular interaction with faculty
3. Evaluation of the quality of instruction of online classes

Monika reported that the Faculty Senate Academic Technology Committee is working on these issues and will address them more vigorously. They are also being addressed in the Curriculum Committee and Tenure and Evaluations Review.

Recommendation #4: Policies and Procedures – Monika Brannick

Monika reported that the Faculty Senate ceased the annual survey of senior administrators. Monika and Brent are working with John Tortarolo of Human Resource Services to develop a new policy and procedure to ensure faculty participation in evaluations of senior administrators. Brent has received examples of processes used by other community colleges from Jane Wright of CCLC. The policy and procedure currently being developed will go through the Policies and Procedures Task Force and then to SPC and the Governing Board.

Berta reviewed the Annual Report 2008-09 to ACCJC and the Accreditation Follow-up Report Timeline. She reported that an accreditation newsletter will be distributed this week.

Berta also expressed appreciation to everyone for their work on accreditation and stressed the importance of continuing on the path toward resolution of the recommendations in a timely manner.

The meeting adjourned at 11:00 a.m.

**Next Meeting:
Thursday, September 10, 2009
2:00 – 3:00 p.m.
AA-109**