



Accreditation Steering Committee
September 8, 2011
Approved 2/9/12

MEETING TYPE:

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Staff

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Product/Project

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Special

Starting Time: 2:00 p.m.

Ending Time: 3:00 p.m.

Place: AA-140

Chair: Berta Cuaron, ALO

Attendance: Michelle Barton, Monika Brannick, Berta Cuaron, Marty Furch, Katherine Gannett, Brent Gowen, Greg Larson, Tom Medel, Norma Miyamoto, Shayla Sivert, Mollie Smith, Diane Veach,

Absent: Terry Gray, Shawna Hearn, Kelley Hudson MacIsaac, Ken Jay, Mary SanAgustin, Chris Wick

Recorder: Glynda Knighten

Vice President Berta Cuaron called the meeting to order at 2:08 p.m.

MSC (Veach/Gowen) to approve the minutes of the May 12, 2011, meeting as corrected.

Berta introduced new ASC member Greg Larson, co-chair of the Curriculum Committee.

Berta announced that Palomar College's accreditation by ACCJC was reaffirmed in a letter of June 30, 2011. She expressed appreciation for the work of everyone at the college and stressed the importance of continuing the work.

Berta urged members to make regular reports to their constituent groups by adding Accreditation as a standing agenda item at their meetings.

Midterm Report 2012 Update

Berta reviewed the progress on *Midterm Report 2012*.

- The report must address the eleven (11) ACCJC recommendations from the 2009 site visit and the ten (10) self-identified planning agendas.
- The writing team prepared the first draft of Recommendations # 1, 5, and 9/10 and Planning Agenda # 4 for presentation to the Strategic Planning Council (SPC) on September 6. Copies of the report were distributed for the Steering Committee.
- A calendar for presenting the remaining report drafts to SPC and the governing board was distributed and reviewed.
- The drafts of the College's responses to the recommendations and planning agendas will be posted on the Accreditation website as they are presented to SPC. College constituents are invited to review and offer input to the drafts.
- Berta will distribute an email to the College to inform them of the status of the report and solicit input from constituents.

- The report will be accepted by SPC in late Fall 2011 and the Governing Board in February 2012 prior to submission to ACCJC on March 15, 2012.

Governance Structure of ASC

A handout of the ASC governance structure was distributed as an information item.

ACCJC Rubric for Evaluating Institutional Effectiveness

- Michelle Barton noted that the College is at the “Sustainable Continuous Quality Improvement “ level of implementation for Part II: Planning.
- LOC Co-Chair Marty Furch noted that much work will be done during 2011-2012 to achieve the “Proficiency” level for Part III: Student Learning Outcomes by the end of Spring 2012, including
 - adjustment of the *SLOAC Implementation Plan 2009-2014* to accelerate the pace of the SLOAC process,
 - application for Strategic Plan Priority Funding (SPPF) for continuation of the work of the POD Squads in 2011-2012,
 - communication with faculty to inform them of the need to meet “Proficiency,”
 - conducting workshops for Chairs/Directors and faculty to train them in the use of the Palomar Outcomes Database,
 - conducting a Winter Institute in January 2012 for faculty to work on SLOACs, and
 - assessment of GE/Institutional SLOs in 2011-2012 and development of a plan for assessment of the remaining GE/Institutional SLOs.
- The rubric is posted on the ACCJC and Palomar College Accreditation websites.

Annual Report 2011

The committee reviewed the Annual Report submitted to ACCJC in May 2011.

ACCJC Newsletter

The committee reviewed the ACCJC Newsletter for Summer 2011 noting numerous items pertinent to the ongoing work at the College.

ACCJC Policy Changes

Policy changes are available on the ACCJC website.

Workshops/Conferences

Palomar will send a team of 10 faculty, administrators, and staff to the Strengthening Student Success Conference in October. SPPF (Strategic Priority Planning Funding) money will be used to pay expenses. Participants will prepare conference reports for the Learning Outcomes Council and the college.

Learning Outcomes Coordinator Marty Furch and Assistant Coordinator Katy French will attend a two-day WASC conference on Assessment Essentials in September.

The meeting adjourned at 2:55 p.m.