**Minutes - February 24, 2017**

11:00 a.m. – 12:00 p.m.

AA-140

To be approved – May 19, 2017

Accreditation Steering Committee

**MEMBERS:** Dan Sourbeer, Richard Albistegui-DuBois, Michelle Barton, Aaron Holmes, Suzanne Sebring, Lisa Cecere, Shawna Cohen, Jenny Fererro, Marty Furch, Barb Kelber, Travis Ritt, Najib Manea, Connie Moise, Mollie Smith, Zach Gutierrez

**RECORDER:** Marti Snyder

**Minutes – February 24, 2016**

Meeting was called to order by Michelle Barton at 11:12 a.m.

1. **Approve minutes of August 26, 2016**

MSC, Sebring, Medel. All in favor.

1. **Follow-Up Report results**

Michelle Barton informed that Committee that the College has received notice by ACCJC of continued accreditation after an evaluation of the 2016 Follow-up Report and associated site visit.

1. **Substantive Change Proposals timeline and assignment**

Michelle Barton announced that the opening of the North and South Centers for the College each require Substantive Change Proposals to be submitted to ACCJC for approval, as each location is expected to offer 50% or more of a program degree or certificate. Each proposal will address the current Eligibility Requirements and Accreditation Standards as related to the North and South Centers. A site visit will follow the submission of the proposals and opening of the centers. Writing assignments for the proposals have been delegated to the VPs of the College and drafts of the proposals will be brought to the Committee for review in April.

Michelle Barton reviewed the timeline of the proposals, which are due to the Commission prior to its April 2018 Substantive Change Committee meeting.

Once the proposals are submitted to the Commission, the College will begin working on the Midterm Report, which will address the six recommendations for institutional effectiveness, annual report data, and the Self Evaluation Report actionable improvement plans. The Pathways to Success progress report, a tracking document for how the College is addressing recommendations and improvement plans, will be sent out to the Committee.

1. **Annual Report**

The submission window for the Annual Report will open next Wednesday. The College will submit an instruction report, as well as a financial report. The annual report has been modified to include numbers and data and a narrative will no longer be required. Analysis, assessment, and evaluation of the annual report data will also be address in the Midterm Report.

1. **ACCJC conference – April 4-7, 2017**

ACCJC will hold an inaugural accreditation conference titled “Partners in Excellence.” Michelle Barton asked if any faculty member would like to attend the conference along with herself, Aaron Holmes, and Marti Snyder. Lisa Cecere volunteered to attend as a faculty representative.

1. **Other**

Michelle Barton reported that the California Academic Senate and the CEO group have made the recommendation to move away from ACCJC. The workgroup has recommended examining the possibility of joining WASC Senior as the California Community Colleges’ accrediting body. The recommendation will go to Board of Governors for a decision.

Michelle Barton will serve in the role of Accreditation Liaison Officer during the VPI transition, at which point the role to which ALO responsibilities will be assigned will be reassessed.

Meeting adjourned at 12:10 p.m.

Next Meeting:

May 19, 2017