

Accreditation Steering Committee

MEMBERS: Michelle Barton, Lisa Cecere, Shawna Cohen, Aaron Holmes, Jack Kahn, Joe Limer, Najib Manea, Connie Moise, Zeb Navarro, Wendy Nelson, Travis Ritt, Lori Waite

RECORDER: Marti Snyder

Meeting was called to order by Michelle Barton at 11:08 a.m.

1. Approve minutes of August 25, 2017

MSC, Cohen, Holmes, to approve the minutes of August 25, 2017 as presented. All in favor with two abstentions.

2. Substantive Change Proposal Update

Michelle Barton explained the process for submitting a Substantive Change Proposal and informed the group of the revised template for submission.

The College is currently drafting the proposal for the South Education Center (SEC) and is able to postpone submission of a draft for the North Education Center until the permanent buildings are in place. The College intends to submit the proposal for the SEC to ACCJC in January to ensure any and all inquiries by the Commission are sufficiently addressed before the opening of the Center. The draft will be sent to VPs for review by next week, followed by a review by SPC in October and the Governing Board in November.

The Committee inquired about the schedule of courses to be offered at the South Education Center. Michelle Barton informed that Committee that a STEAM focus has been identified and the Advisory workgroup for the both North and South Education Centers will be providing recommendations for scheduling within the next month.

3. Council/Committee Alignment with Standards – Follow-up

The Committee reviewed the results of the assignment to identify councils/committees that best align with each of the accreditation standards. Upon review, the Committee reached agreement as to which councils will serve as primary responsibility for each standard and was also able to identify additional councils/committees that will serve as secondary contributors. The results summary chart will be taken to Dr. Blake and then routed through each council/committee through ASC members/accreditation standards liaisons. The focus of the next year will be to familiarize councils with each of the standards.

One committee member suggested that ASC develop a script for liaisons to deliver to councils to ensure consistent delivery of expectations.

4. Institutional Effectiveness Recommendations

The Committee reviewed each of the recommendations by the Commission to improve institutional effectiveness. Michelle Barton provided a status update via the Pathways to Success document, which tracks the work the College is doing to meet each of the recommendations, which will be published in the Midterm Report due in March 2019.

5. ASC members as Liaisons to Councils/Committees

- **Tagging accreditation standards in agendas and minutes**
- **Assisting Council/Committee Recorders**

Due to time constraints, this item was not addressed.

6. Other

Meeting adjourned at 12:00 p.m.

Next Meeting:
October 27, 2017