

Accreditation Steering Committee

MEMBERS: Michelle Barton, Lisa Cerere, 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 May 19, 2017

MSC, Cohen, Holmes, to approve the minutes of May 19, 2017 as presented. All in favor with two abstentions.

2. Recap of ACCJC Conference Ideas

Michelle Barton provided a recap of the ACCJC Conference held in April 2017, attended by Michelle, Lisa Cecere, Aaron Holmes, and Marti Snyder. The group left the conference with ideas for how to better integrate and expand the knowledge/awareness of the accreditation standards and reporting process and those ideas were shared with the Committee.

Michelle Barton mentioned that the conversation of the last meeting of the ASC focused on a desire for the Committee to have a more defined role in the accreditation process. She then shared an example of Mt. San Antonio College's strategy for integrating accreditation by assigning specific standards to the appropriate councils of the institution. Councils were able to identify areas of strength and areas in need of improvement. Because Mt. San Antonio College began the integration process three years prior to the ISER due date, the College was well prepared to write the ISER. Michelle suggested that this model would work well for Palomar College because of the way the way our governance structure is set up.

The Committee expressed agreement that this model could be useful in preparation for the ISER.

3. Review of AWLT Retreat

Michelle Barton informed that Council of the AWLT retreat that took place over the summer break and shared the developments of the AWLT with the Committee including:

- Seven year timeline
- Review of ACCJC Standards
- Integrating accreditation into our work and governance structure
- Input on assignment of standards to Councils/Committees
- Four year ISER plan

Michelle Barton presented the Committee with the seven year timeline, which illustrates the development, implementation, and submission of each of the accreditation reports due to ACCJC. The timeline clearly shows the institution is continuously working on accreditation throughout the seven year cycle. Michelle Barton also shared an accreditation reporting map that shows how each of the reports due to the Commission are related.

The Committee members reviewed the new accreditation standards and were tasked with identifying the Councils/Committees that best align with each of the standards. Jack Kahn suggested that for standards that might require input from multiple councils, the Committee consider identifying a council of primary responsibility and possible secondary groups that would provide consultation.

Committee members worked together to complete the align the standards with the appropriate council and requested additional time to complete the task. All input is requested to be submitted by September 8th.

Michelle Barton also summarized the four year ISER plan as follows:

- Year 1) Training, review of standards and what we do; Training to include accreditation in general, approach for integration, review of standards.
- Year 2) What do we need to work on? How can we improve?
- Year 3) Evaluation of what was identified as “need to work on”
- Year 4) Review Self-Evaluation Report

4. Substantive Change Proposal Update

Due to time constraints, this item was not addressed.

5. Other

Meeting adjourned at 12:00 p.m.

Next Meeting:
September 22, 2017