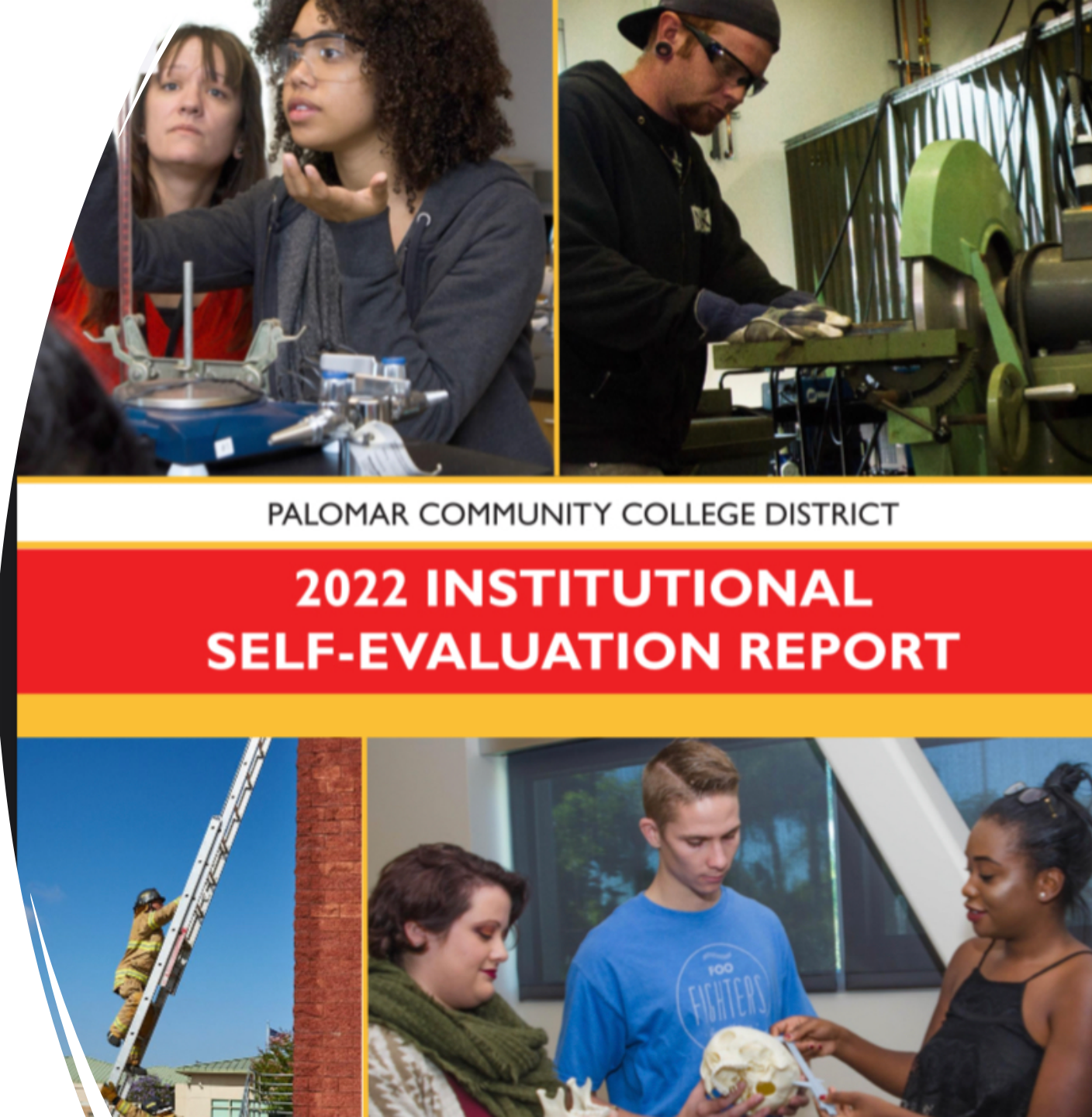




# Tips for Engagement with the Peer Review Team



# Open Forums

- Time to share your perspective on the college's effort to meet Accreditation Standards.
- Dates and Times
  - Open Forum #1: March 1 - 4:00 p.m. - 5:00 p.m.
  - Open Forum #2: March 2 - 11:00 a.m. - 12:00 p.m.
- All invited (students, faculty, staff, admin, public)
- Access to sign-up forum [Palomar College Accreditation Webpage](#) or through the [PD Portal](#).
- We will open some rooms on campus for staff (students) to participate if they do not have access to a computer or video set up.



# Interviews

- Team will identify individuals or groups (e.g., committee, council) to interview.
- AWLT is working with team to schedule these meetings thru Zoom. We are to receive the list on Feb 17<sup>th</sup>.
- You will receive a meeting invite and information related to the interview from Marti Snyder.
- Peer review team members will host the zoom meeting/interview.
- Participants will wait in meeting rooms until let in.



# Preparing for Interviews

- No need to worry
  - We know our college. We know what we do. Now is the time to share our successes with the peer review team.
- Review topic and interview questions
  - Any topics/questions provided by the review team prior to the interviews will be shared with you.
- Gather evidence, if needed
- Review the related section in the ISER
- Asked for evidence in the interview or asked a question and you don't have the answer?
  - If you have the evidence/answer, provide it. If not, contact Marti Snyder to locate it for you and notify the team member you will provide them with the evidence/answer shortly.



# Exit Report

- March 4 @ 11:00 a.m.
- Team will provide high-level summary of their findings
- Session is not intended to be interactive
  - The Exit Report session will likely be conducted in a webinar-style format. The team will share their findings and we will not be allowed to ask any questions.
  - Note – The team does not decide what our recommendations will be. They will report their findings to ACCJC, who will take action to determine reaffirmation of accreditation in June 2022. The action letter we receive will include our accreditation status and any commendations and/or recommendations.



# Engaging with Peer Review Team

## Join from your Palomar Zoom account

- Test your audio and camera before joining the session
- Cameras ON please!
- Name in the box (profile)!

## Background

- Please consider using one of the 75<sup>th</sup> Anniversary backgrounds
- You can access the background here:
- <https://www.palomar.edu/guidelines/branded-zoom-backgrounds/>

## Turn of computer/desktop notifications

## Ensure you have a quiet space to work without distractions

## Mute when not speaking

## Avoid the temptation to multi-task



# Engaging with Peer Review Team

## All sessions will have waiting rooms

- The forum/interview meeting hosts will admit you

## Open Forums

- The team will likely ask individuals to raise hand and then introduce themselves when they speak.
- Chat may or may not be on.
- Meetings will not be recorded

## Outside of meetings/forums

- PLEASE communicate to the team through Michelle and Marti
  - [mbarton@palomar.edu](mailto:mbarton@palomar.edu)
  - [msnyder2@palomar.edu](mailto:msnyder2@palomar.edu)

