Accreditation Steering Committee Meeting
May 6, 2011

Draft Summary

Present: Dotti Cordell, June Cressy, Jerry Davis, Salley Deaton, Lori Erreca, Berta Harris, Marilyn Harvey, Sandra Pesce, Desiree van Saanen, Denise Whisenhunt, Peter White, Xi Zhang

1. **Review of College’s Planning Agenda Items** – Copies of the Self Study Planning Agenda Items were distributed for review. Peter White indicated that as part of the midterm report, due to the Commission by October 2013, the college will track progress in each area. Updates were discussed as follows:

   **Planning Agenda Item #1** – Dotti Cordell addressed progress made in the institutionalization of SLOs and distributed a handout and chart that identifies ongoing work in this area. She indicated that the biggest task ahead is ensuring that assessments are developed at the course level and they are input into Taskstream.

   Dotti and Berta worked with BRIC facilitators to develop a means for documenting our “Progress to Proficiency,” based upon several key “Elements of Proficiency” as defined by WASC. It was noted that while much progress has been made, the BRIC-assisted report identified several areas that need to be addressed including: 1) the development of a systematic, sustainable process to ensure quality improvement via assessment; 2) creation of a map that links course SLOs to program SLOs then to ILOs, and 3) building college-wide dialog/activities that supports a culture of inquiry.

   Dotti will present the “Progress to Proficiency” grid at the next President’s Council meeting. In the interim, she will “drop in” appropriate dates and send the grid electronically to Peter.

   Committee members further discussed strategies to stimulate interest in program assessment as well as the implications of defining SLOs at the degree level.

   **Planning Agenda Item #2** – Committee members discussed the status of divisional plans that are to be integrated into the institutional Master Plan. The IT and Facilities plans are complete. Peter will work with Student Services deans and managers over the summer to firm up the Student Services Plan. It was noted that much of the preliminary work was done by Julie Barnes. Sandra Pesce indicated that while some aspects of the Library and LRC have been addressed in the IT plan, she is not aware of a plan under development.

   **Planning Agenda Item #3** – It was noted that faculty orientations are provided for all adjunct faculty. In the past, only new or contract faculty were given orientations. Orientations also provide mentoring support.
Planning Agenda Item #4 – Peter indicated Cathy Hasson is heading up this effort.

Planning Agenda Item #5 – Peter will work with Mary Benard, the Diversity Committee and Academic Senate to develop a plan for the outreach, recruitment, mentoring and support of a diverse adjunct faculty pool. It was noted that all hiring committee members must now have diversity training. However, much work needs to be done at the recruitment level. The Diversity Committee is working on this issue.

Planning Agenda Item #6 – Jerry Davis reported that a survey was developed to assess Facilities Services on campus, but it has not yet been distributed. He will work with Xi to get this project underway.

Peter will meet with Robbie Ewell and Mary Benard regarding the status of planning agenda items # 7 and #8.

2. Steering Committee Meetings in Fall 2011 – TBD

3. Other

Xi Zhang reported that the Results of the District’s Culture Climate Survey will become available in Fall 2011. The report will be distributed to members of the Diversity Committee.