Accreditation Steering Committee Meeting  
October 19, 2012  
12 noon to 1:00 p.m.  
Conference Room R-212

Summary

Present:
Randy Barnes, Dotti Cordell, June Cressy, Salley Deaton, Helen Elias, Robbi Ewell, Berta Harris, Desiree van Saanen, Peter White, Xi Zhang

Midterm Report – Team Recommendations:

Copies of the draft Midterm Report (as of October 18, 2012) were distributed. Under Recommendation 1, Xi Zhang incorporated references to several additional institutional data reports and a comprehensive description of the college-wide research agenda as part of the college’s assessment of institutional effectiveness (i.e. strategic planning, enrollment management, budget development, program review, accreditation, grant development, Basic Skills and SLO/assessment).

Under Recommendation #2, revisions included updates on SLOs and Taskstream. The information used in the October 2012 SLO Report can now be populated into this report. Information regarding Spring 2013 Flex on SLOs/Taskstream, as well as other efforts to institutionalize SLOs will be included. Dotti will send verbiage to Peter.

Under Recommendation #3, information regarding placement test validation cycles was incorporated. It was noted that the language pertaining to the Math 46 and Math 104 test scores and placement rules needs to be reviewed and edited by Randy Barnes, Minou Spradley and Professor Carlos dela Lama.

District Recommendation 1, the implementation of a Board policy for the section and evaluation of college presents, has been met (see Board Policy 2437).

VP White indicated the report must go to consultation groups before the Board of Trustees by mid May, 2013.

Midterm Report – Planning Agenda Items:

- **Planning Agenda #1 (Attain proficiency level in Student Learning Outcomes whereas assessment information is used for continuous program improvement)** will follow the same verbiage as Response to Recommendation 2.
• **Planning Agenda #2 (Integration of Institutional Plans and identification of goals and priorities)** Will follow the same verbiage as Recommendation 1. (Randy Barnes and Robbi Ewell to complete).

• **Planning Agenda Item #3 (plan for consistent orientation, training and professional development of adjunct faculty)** Several activities may be cited here including Chairs Retreat, revised adjunct rating skill, and union sponsored orientations. (Randy Barnes to complete).

• **Planning Agenda Item #4 (review cycle for placement tests: mathematics, English composition, reading and ESOL)** will essentially repeat the same verbiage from Recommendation 3, including tables/timelines. (This item still requires review/editing by VP Barnes, Dean Spradley and Professor dela Lama regarding the placement and cut scores for Math 46 and 104 placement and cut scores).

• **Planning Agenda Item #5 (Plan to address diversity of full-time and adjunct faculty)** will be completed by Vice President Barnes. He will contact the Diversity Committee to ascertain whether a diversity plan is in place that addresses outreach, recruitment, and the composition of adjunct faculty pools. Committee members discussed the need for effective outreach and on-campus communication in this area.

• Peter will meet with Jacque Bell next week to review **Planning Agenda Items 6 (Facilities Management) & 7 (New Facilities Maintenance and Operational Support).** It was noted that since the 2010 Self Study, the facilities support processes have changed significantly, as well as custodial shifts. It was suggested that a more focused study/survey be conducted for this area.

• **Planning Agenda Item #8,** regarding the updating of SDCC’s Information Technology Plan, is in progress. Rob Ewell will forward the updated verbiage to Peter for inclusion in the report next week. He noted that City’s infrastructure now includes a system for data recovery in the event of an emergency.

**Fall 2012 Meetings:**

Friday, November 2  
12:00 noon to 1:00 p.m.  
Room D-102

Friday, December 14  
11:00 a.m. – 12:30 p.m.  
Room D-102