Accreditation Steering Committee Meeting
February 6, 2013
2:00-3:00 p.m.
Conference Room D-102

Summary

Present:
Randy Barnes, Daniel Caldera, Dotti Cordell, Helen Elias, Rob Ewell, June Cressy, Helen Elias, Marilyn Harvey, Sandra Pesce, Jeanie Tyler, Desiree van Saanen, Denise Whisenhunt, Xi Zhang

Midterm Report – Overview and Updates:
Randy sent out an email late last week requesting additions to the report but has not received any new items to date.

Committee members reviewed the draft report and discussed areas awaiting revisions and/or inserts where indicated. Topics also discussed were:

- Reiteration of deadlines: The report must receive BOT approval in September in order to meet the October 15, 2013 submission deadline to WASC. Randy noted that the report should be completed (or very near completion) by the end of Spring ’13, devoting the summer session to formatting and language (voice) development.

- Updating of SLOs: Completion status for SLOs is currently 67 percent. We should aim for 75-percent completion for the Midterm Report and for 100-percent completion by the 2016 accreditation team visit.

- Updating sections on LRC: Randy will follow up with Rob, Sandra and Carol regarding LRC sections. Rob noted that the LRC Master Plan is near completion, and much of the information in the master plan can be cut/pasted into the Midterm Report. He should have the language for the Midterm Report to Randy in a month or two.

- Updating section on Diversity: Randy will follow up with Deanna Shelton and Justin Akers.

- Distribution: Committee members agreed to hold off on distributing the report to Academic Senate and others for at least one more month. We should wait to distribute the draft until the most recent edits are incorporated into the current version.

Other Items:
Committee members discussed strategies for securing data in Taskstream in the event Taskstream were to “go down” due to computer hacking, malfunction, or the business failure. Rob will look research how to best protect the data (i.e., to archive or back-up data).
Other Items (continued):

Randy distributed copies of a memorandum from Accrediting Commission President, Barbara Beno regarding USDE regulations requiring colleges to set institutional standards for student achievement. Included with the memo is a chart to assist institutions and evaluation teams in complying with the regulations.

The memo further states that the commission is committed to the full implementation of SLOs and will, in the near future, hold various training and workshops sessions to give focus to this objective.

Spring 2013 Meeting Dates:

In two weeks, Randy will send out an update and request additions/revisions. After February during spring ’13, meetings will be held twice monthly on Wednesdays (see below for schedule).

Meeting dates for the Accreditation Steering Committee will be have been changed to **1st & 3rd Wednesdays (2nd/4th Wednesdays in a 5-week month), 2:00-3:00 p.m., room D-102.**

February 6 (only one meeting in February)
March 6, 20
April 10, 24
May 8, 22
June 5, 19