

ACCREDITATION STEERING COMMITTEE MEETING MINUTES

September 27, 2018, 1:30-3 PM

G1-301C

1. Present:

| | |
|--|---|
| Jennifer Alvarado (Business Admin.) | Suzette Morales-Guerra (Counseling) |
| Nicole Aguayo (ASU) | Elizabeth Ortega (Social Sciences) |
| Myeshia Armstrong (VP, Admin Services) | Nancy Ramirez (PD Coordinator) |
| Rick Crawford (Learning Assessment Coord.) | Amanda Ryan-Romo (Learning Center Dir.) |
| Jeff Hernandez (Senate Pres.) | Angelica Toledo (Dean, Workforce Dev.) |
| Joe Kazimir (Math) | David K Song (Fac. Accred Chair) |
| Alan Khuu (Senate VP) | Janice Velazquez (CFES) |
| Minghuei Lam (Dean, Acad. Affairs) | |

2. Meeting called to order @ 1:40 PM

3. August 30, 2018 Minutes Approved M/S/P (Hernandez/Morales-Guerra)

4. Announcements/Updates

- a. President Martinez and Cabinet were presented with updated accreditation midterm report timeline from prior meeting.
- b. Received an update from Vice Chancellor Cornner on September 26, 2018 regarding Midterm Reports:
 - i. The College does not need to report on compliance recommendations.
 - ii. Improvement recommendations must be addressed to demonstrate the College's response but does not need to be fully evidenced yet.

5. Discussion:

- a. Communication Action Plan
 - i. Values Statement is currently pending Senate approval as a part of the new Strategic Plan.
 - ii. The faculty/administration summit from spring 2018 should be expanded to include staff and students (and not just leadership) as well as incorporate aspects such as team-building exercises to address ISER Action Plan. Make a recommendation at ESGC.
 - iii. Revisit circulating an updated campus climate survey, since the last survey was at least two years ago.
 - iv. Some areas to address in recognizing achievement/innovation: Innovation awards through Title V have been announced before; Google Forms can be utilized as repositories for student success stories but would need some management; PD Office has considered a recognition wall to acknowledge staff/faculty achievement; some departments have also been doing faculty recognition and AUPs can also be a source to identify innovation/achievement.
 - v. Finding important documents can be difficult with the current website, so user-friendliness should be addressed. The College is currently looking toward revamping the site. The mockup of new website should be presented to Cabinet soon, but will also need to follow up with migration of content and address broader accessibility issues instead of just cosmetics.
- b. Revised Math QFE

- i. Post AB-705: “No Cold Assessment” is no longer applicable and has been changed to “Informed Course Placement.” Other areas have undergone modification due to the dropping of lower level courses (Supplemental Instructor, Math Advancement Program). “S” Courses start Fall 2019.
 - ii. Adjunct Academy will start this semester but without the focus on lower level courses. The PD Office can work with faculty leads in the Adjunct Academy.
 - iii. SI program will continue without lower level courses but Tri-math has been discontinued due to lack of funding.
 - iv. A draft of a self-placement rubric/model has been developed and will be approved at the next Math Department meeting.
 - v. The Math Advancement Program will need to offer new course combinations (e.g., 125-227, 125-230, 125-245, 241-260, 125-241) – starting in Fall 2019.
 1. Tutoring centers need more math tutors to meet demand, especially for courses such as 227 because section offerings have increased.
 - c. PD Plan: To be updated at the next steering committee meeting.
 - d. Committee Bylaws: Representatives of other classified units were contacted and some (Local 99; Building Trades Council) responded with interest in steering committee but were not present; will need to follow-up to see if they want designated membership.
6. Next Meeting Date: Thursday, October 25, 2018 from 1:30-3 PM.