

ACCREDITATION STEERING COMMITTEE

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ALO, Co-Chair

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Academic Affairs

Bob Sprague

Academic Senate

Adrienne Foster

Administrative Services

Iris Ingram

AFT Faculty Guild

Olga Shewfelt

AFT Staff Guild

(Vacant)

ASO

Jesus Reyes

Evidence Manager

Maria Yanez

Facilities

Joachim Morera (Acting)

Research and Planning

Rebecca Tillberg

SEIU 721

Antoinette Simpson

Student Services

Michael Goltermann

Teamsters

Mary-Jo Apigo

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Nancy Sander
Kenneth Taira

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Michael Goltermann
Angel Viramontes

Standard IIIA

Hansel Tsai

Standard IIIB

Kevin Considine
Lorraine Patriarca

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Marcus Butler
Nick Dang

Standard IIID

Iris Ingram
Olga Shewfelt
Rasel Menendez

Standard IV

Olga Shewfelt
Adrienne Foster
Fran Leonard
Antoinette Simpson

Minutes

October 10, 2016

3:00, Winlock Lounge

Present: Aracely Aguiar, Mary-Jo Apigo, Carmen Dones, Iris Ingram, Jim Limbaugh, Kimberly Manner, Jesus Reyes, Antoinette Simpson, Rebecca Tillberg, Maria Yanez

Meeting called to order at 3:09.

- I. Approval of Agenda—The agenda was approved.
- II. Approval of Minutes of the August 8, 2016 Meeting—Minutes were approved.
- III. Informational Items
 - A. Digital Accreditation Archives—Maria Yanez demonstrated the digital archives of accreditation materials. She is digitizing reports, evidence, and correspondence into a searchable database hosted through OCLC. She provided the committee with login credentials so they can preview materials and provide suggestions.
 - B. ACCJC Site Visit for the Baccalaureate Degree—There will be an ACCJC site visit for the baccalaureate degree on October 26, 2016.
 - C. CODA Site Visit—The Commission on Dental Accreditation will conduct a site visit in February 2017.
- IV. Continuing Business
 - A. Report on District Compliance Recommendations
 - B. Report on College Improvement Recommendations—K. Manner distributed a combined spreadsheet of district and college recommendations. It shows action steps and responsible parties and will be available on the Accreditation Steering Committee website.
 - C. Report on Standing Committee Chairs Meetings—In September, K. Manner and Fran Leonard (Chair of College Council) held two meetings for chairs of standing committees to discuss embedding the accreditation standards into committee work. During those meetings, chairs updated the spreadsheet showing primary and secondary responsibility for accreditation standards.
- V. New Business
 - A. Committee Membership/Vacancies—There were four vacancies on the Accreditation Steering Committee. Maria Yanez agreed to serve as Evidence Manager. Jesus Reyes agreed to represent the ASO. K. Manner

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will ask the AFT Staff Guild President to appoint a representative to the committee. She will also ask Joachim Morera to represent facilities until a permanent director is hired.

- B. ACCJC Request for Support Letter (A. Foster)—A. Foster was not present, so this issue was not discussed.
- C. C-RAC Project on Graduation Rates—The committee discussed the September 21, 2016 memo from Barbara Beno regarding the C-RAC Project on Graduation Rates. Although graduation rates have improved, the data being examined is from the 2010-11 average, where West’s three-year average was 14.3%. This will result in increased scrutiny. A chart prepared by R. Tillberg showing the graduation rate annually from the Fall 2008 cohort through the Fall 2012. There was a discussion of strategies to ensure students are completing and that earned degrees and certificates are awarded.
- D. Establishing Standards Workgroups—Tabled due to time constraints.
- E. QFE and Midterm Report—K. Manner distributed the QFE project initiation timeline and reminded the committee that the college needs to monitor and document progress on the QFE goals. There was also discussion of the Fall 2017 Campus Climate Survey and the Administrative Services SAO assessment.

Meeting adjourned at 4:37.

Next Accreditation Steering Committee meeting: November 14, 2016 at 3:00 in Winlock

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West Los Angeles College provides a transformative educational experience.
West fosters a diverse learning community dedicated to student success.