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Minutes

November 14, 2016

3:00, Winlock Lounge

Present: Aracely Aguiar, Mary-Jo Apigo, Carmen Dones, Adrienne Foster, Iris Ingram, Jim Limbaugh, Kimberly Manner, Maria Yanez

- I. Approval of Agenda—The agenda was approved.
- II. Approval of Minutes of the October 10, 2016 Meeting—Minutes were approved with corrections.
- III. Informational Items
 - A. ACCJC Site Visit Report—The ACCJC site visit for the baccalaureate degree on October 26, 2016 was successful. A. Aguiar reported that at the ALO training in San Francisco on November 4, Barbara Beno thanked the college for a great site visit. She noted that the U.S. Department of Education representatives were impressed.
 - B. ACCJC Conference –A. Aguiar reported that there will be an ACCJC conference April 6-7.
- IV. Continuing Business
 - A. Progress on ACCJC Recommendations —K. Manner reported that Recommendation 1 (disaggregated data for Program Review) has been completed. A. Aguiar reported that there will be a motion at the Curriculum Committee meeting on November 16 to approve customized syllabi for each course (Recommendation 2). There will also be a rubric for evaluating syllabi. A. Aguiar also reported that the Distance Education workgroup has made progress on Recommendation 3 (Distance Education Addenda). J. Limbaugh reported that Recommendation 4 (evaluation of the administrative structure of the college) was discussed at Presidents’ Council. An IEPI team will be brought in to assist the college with this recommendation. They will help set up a structure and a regular process for evaluation.
- V. New Business
 - A. ASCCC Institute and Pre-Conference—There will be an ASCCC Accreditation Institute in February. The pre-conference will focus on baccalaureate degrees. The issue of conference funding was raised. The need for ongoing training and attendance at statewide meetings for curriculum and accreditation was raised. A. Aguiar suggested the college should create a budget center for curriculum and accreditation.

Primary Responsibility for Accreditation Standards I.C.1, I.C.12, and I.C.13 and for overseeing the production of all reports required by ACCJC.

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B. ACCJC Annual Reports—ACCJC will be changing its annual report to include C-RAC and IPEDS data. It is anticipated that the new reporting requirements will be released in January.

Meeting adjourned at 3:50.

The next meeting is scheduled for finals week. It and the January 9 meeting will be canceled unless there are pressing matters to be discussed.

Future meetings:

February 13, March 13, April 10, May 8, June 12

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