

ACCREDITATION STEERING COMMITTEE

Accreditation Steering Committee Chair
Kimberly Manner

ALO, Co-Chair
Aracely Aguiar

Academic Senate
Adrienne Foster

Administrative Services
Iris Ingram

AFT Faculty Guild
Olga Shewfelt

AFT Staff Guild
Kimberly Davillier

ASO
(Vacant)

Evidence Manager
Ken Lin

Facilities
Bill Smith

Research and Planning
Rebecca Tillberg

SEIU 721
Antoinette Simpson

Student Services
Michael Goltermann

Teamsters
Mary-Jo Apigo

Interim President
Robert Sprague

Standard I
Rebecca Tillberg
Nancy Sander
Kenneth Taira

Standard IIA
Aracely Aguiar
Buck Stapleton
Mary-Jo Apigo

Standard IIB
Ken Lin
Susan Trujillo

Standard IIC
Michael Goltermann
Angel Viramontes

Standard IIIA
Hansel Tsai
Kimberly Manner

Standard IIIB
Kevin Considine
Bill Smith
Lorraine Patriarca

Standard IIIC
Marcus Butler
Nick Dang

Standard IIID
Iris Ingram
Olga Shewfelt
Rasel Menendez

Standard IV
Olga Shewfelt
Adrienne Foster
Fran Leonard
Antoinette Simpson

Minutes

January 8, 2016

10:00 a.m. Winlock

Present: Aracely Aguiar, Mary-Jo Apigo, Kimberly Davillier, Judith Fierro (Minutes), Adrienne Foster, Kimberly Manner, Ken Lin, Bob Sprague, Rebecca Tillberg

- I. Call to Order. The meeting was called to order by Chair Kimberly Manner in Winlock Lounge at 10:15 a.m. The agenda was approved and a request to move Item IV.B. c. Scheduling Mock Interviews up was granted.
- II. Approval of Minutes of the December 14, 2015 Meeting. Approval of the minutes of December 14, 2015 were postponed until the next meeting in February as they have to be located.
- III. Steering Committee Membership. The Committee discussed the current membership as it appears on the masthead and in the Participatory Governance and Planning Policy and Procedure Handbook. It was agreed to add administrative services rep and student (ASO) rep. as voting members of the committee. Administrator rep should be changed to Teamsters rep. The Steering Committee also agreed to add "Evidence Manager" as a voting resource person.

The Steering Committee needs to confirm whether Bill Smith is still serving as Facilities rep. and add SEIU rep. to the masthead.

IV. 2016 Self Evaluation Report

A. Status Update

The SER was sent to ACCJC on January 6. ACCJC provided the college with an external evaluation team roster on January 7. The college is sending copies of the SER to those individuals after the meeting.

Copies of the SER were also distributed to Steering Committee members at the meeting. There was discussion about the website with the final draft of the report.

B. Preparing for the Site Visit

The Steering Committee reviewed the external evaluation visit team roster for the site visit March 7-March 10, 2016. Potential areas of vulnerability

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were discussed by the Steering Committee, and suggestions for addressing those areas prior to the site visit were discussed.

Pre-site Visit Agenda. The 2012 agenda for the pre-site visit was discussed and the logistics were reviewed and confirmed.

Scheduling Mock Interviews. K. Manner announced that mock interviews will be videotaped on campus this month and next month in preparation for the site visit in March.

At the next Divisional Council on Tuesday, February 2, 2016, Aracely Aguiar stated the meeting could be extended to 9 am – 2 pm in order to spend time discussing how the division chairs can prepare for the site visit in March.

It was also stated that the website of all the minutes and agendas of college committees and academic divisions need to be updated next month.

WLAC Accreditation Booklet. There was review and discussion of the Accreditation 2016 Pamphlet that was distributed to all committee members. Please send suggestions for additions or revisions to K. Manner. The pamphlet will be distributed at the Spring Summit on February 5 and in campus mailboxes.

Spring Summit Planning. K. Manner announced that on Friday, February 5, 2016 from 8:30 am–12:00 noon the Spring Summit will be held. Bob Sprague and Rebecca Tillberg volunteered to assist K. Manner and Mary-Jo Apigo with the planning for the day.

Leap into Accreditation Planning On Monday, February 29, 2016, “Leap into Accreditation” will be held, which will be a review session for the campus. All are invited to attend. K. Manner and M. Apigo will plan that event after the Spring Summit Planning is complete. They invite others to help with the planning.

K. Manner will ask Patty Banday for the crosswalk of the major college plans she has prepared.

- V. *PIE Recommendation* R. Tillberg passed out the recommendations from the last PIE meeting of January 6, 2016 (attached). The Accreditation Steering Committee affirmed support of the recommendations.

The next meeting of the Accreditation Steering Committee will be held Monday, February 1, 2016, at 3 p.m.

The meeting adjourned at 12:00 p.m.