

ACCREDITATION STEERING COMMITTEE

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Minutes
March 14, 2016
3:00 p.m., Winlock Lounge

Present: Aracely Aguiar, Mary-Jo Apigo, Adrienne Foster, Iris Ingram, Kimberly Manner, Vicky Nesia, Olga Shewfelt, Rebecca Tillberg

- I. *Call to Order*
The meeting was called to order by K. Manner in Winlock Lounge at 3:07 p.m. The agenda was approved.
- II. *Approval of Minutes of the February 1, 2016 Meeting*
Minutes were approved.
- III. *Site Visit Debrief*
A question that came up in the site visit: Why do we do a two-year catalog instead of a one-year catalog? A: Perhaps a workgroup can do some research and look at best practices. Do a poll at DCC. Need to have a plan for the alternate year and how we inform the campus. Curriculum Committee will discuss this at their meeting on March 15.

R. Tillberg shared information from the other college researchers. Three colleges had zero recommendations to meet the standard: Trade, Valley, and West. Other colleges had one to six recommendations to meet the standard. The District had six recommendations to meet the standard.
- IV. *Preparation of Report to IESS on Site Visit*
The committee worked on the report to IESS that is due on March 16. There was some discussion about whether the college received one recommendation or five. M. Apigo reported that B. Sprague said that the visiting team chair told him there was one recommendation—to develop and assess SAOs for Library and Learning Support Services. There was some question about the need to respond to the four other items the team “encouraged” the college to do.

The committee drafted action items for all five items identified in the exit interview and forwarded a draft of the report to B. Sprague.
- V. *Announcements*
The Annual Report and the Financial Report are due to ACCJC on March 31.

The meeting was adjourned at 4:05 p.m.

The next meeting of the Accreditation Steering Committee will be held Monday, April 11, 2016, at 3 p.m.

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West fosters a diverse learning community dedicated to student success.