

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**

June 13, 2016

3:00, Winlock Lounge

**Present:** Aracely Aguiar, Mary-Jo Apigo, Adrienne Foster, Iris Ingram, Kimberly Manner, Olga Shewfelt, Buck Stapleton

- I. Approval of Agenda—Agenda was approved.
- II. Approval of Minutes of the April 11, 2016 Meeting—Minutes were approved.
- III. Informational Items
  - A. ACCJC Commission Meeting—Ara Aguiar, Kimberly Manner, and Mary-Jo Apigo attended the ACCJC Commission meeting in San Jose on June 9. Ara Aguiar and Kimberly Manner reported on the meeting. There was a discussion of lessons learned from the experience:
    - Adrienne Foster recommends we get the confidential report to all who plan to attend prior to the visit.
    - A minimum of two people (three better) from the college should attend because emergencies can happen.
    - Go up the night before and book a later flight coming home because the meeting might run late.

There was also a discussion of Standard III.A.6 and the need to make sure that changes to administrator evaluations are meaningful and not busy work.

The committee also discussed the baccalaureate degree and the open meeting on Friday, June 10. Carmen Dones attended on behalf of the college and spoke to the issue of faculty minimum qualifications for the baccalaureate programs.

The need to begin program discontinuance for the AS degree in Dental Hygiene was discussed.

- B. Revision of the College Mission Statement—The College missed the deadline for the revised mission statement to be presented to the Board of Trustees in June. We will request that it be added to the July IESS agenda.
- IV. Continuing Business—None.

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V. New Business

A. One-Year vs. Two-Year Catalog—The issue of staffing was raised. There was consensus that we do not currently have sufficient staffing to produce an annual catalog. It was proposed that annual updates, produced in the years between catalogs, follow a published calendar of revisions so that there is only one date in a calendar year when revisions will become effective.

V. Future Business

The July 11 Accreditation Steering Committee meeting will only be held if the college receives its notification from ACCJC. If no notification is received, the next meeting of the steering committee will be August 8 at 3:00 p.m.

The meeting was adjourned at 3:55 p.m.