Notes: Accreditation Standard II A

Date: October 15, 2010, 1:00 pm

Present:

Standard II A 1: Judy Sokie, Paul Sherard, Bob Perkins, Mike Jennings (chair),

Standard II A 2: Jerry Cerny, Mike Ferguson, Russel Uyeno Ross Egloria (chair)

Standard II A 3: Carol Hasegawa, Chris Ann Moore (chair)

Absent: Mike Ferguson

I. Accreditation Workshop. Mike Jennings did a short presentation of some of the information he had learned at this all day workshop he attended. He summarized his deeper understanding of ACCJC’s expectations in terms of evidence for each standard, particularly evidence of continuous quality improvement and budgeting/strategic planning based on our interdependent mission, program, and course learning outcomes. He also shared a particularly valuable list of questions, developed by Barbara Beano, which can be used as a guide for understanding and responding to each standard. Mike will be emailing this list to all.

II. Accreditation Co-Chairs Meeting. Mike Jennings and Chris Ann had just come from this meeting. Mike summarized the major points of the meeting. Since we are early on in this process we have an opportunity to uncover and remedy areas in which we may be lacking policies, procedures, and/or evidence to meet the standards. Identifying these areas will be the focus for the rest of this semester and the beginning of the next semester. At this point all standard committees should be making a list of the evidence they will need for their standard. This list should be sent to Marcia and Erika before November 15th. They will create a master list so we can coordinate evidence gathering, avoid unnecessary repetition in the process, and begin to identify missing pieces of evidence. By December 15th we should have identified areas that need improvement. A list of these needs will be handed over to the newly formed Accreditation Oversight Committee. It was emphasized that it is not our job as a self-study team to implement needed improvements but only to identify needs. Most of next semester will be used for gathering evidence. First drafts are expected by the end of spring semester.

III. Current Expectations. Chris Ann explained that at this point each committee member should have read the 2006 self-study report. In addition each subcommittee should have divided their section of the report into
individual subsections, so that each member is working on a specific section. She clarified that the summary one word outlines of the standard subsections and the lists of types of evidence needed, which she presented at the last meeting, was in no way meant to be comprehensive. Each standard section is far more complex. Each individual should become familiar with his or section of the previous self-study and with the Standard II A as a whole. Judy Sokie pointed out that it would also be very helpful for everyone to read the Focused Midterm Report 2009, available on the intranet. It has a good deal of valuable and updated information.

For our next meeting each subcommittee is expected to submit a list of the evidence, interviews, resources etc that they will need to begin writing their section. It was reiterated that it is not yet time to gather evidence, but merely to make this list for purposes stated above. Further, Ross pointed out that many policies and procedures addressed in our section are undergoing revision and any evidence gathered at this time will be soon outdated. The IIA2 subcommittee has already made their list of needed evidence. Jerry Cerny will email this to all as an example.

Next Meeting: Wednesday November 10th, 3:30 pm