1. **Committee Name:** Accreditation Oversight Committee (AOC)

2. **Name of Chair/convener:** Marcia Roberts-Deutsch, Accreditation Liaison Officer

3. **Committee Members:** Clara Bantolina (SSEC); Silvan Chung (Student Services); Kaleo Gagne (ASUH-HCC); Katy Ho (Dean of Student Services); Jeffrey Kanemoto (ASUH-HCC); Mike Leidemann (FSEC); Patrick Patterson (Chair, Assessment Committee); Marcia Roberts-Deutsch (ALO); Steven Shigemoto (IR); Cynthia Smith (Faculty-at large); Jeff Stearns (CLT); Russell Uyeno (Interim Vice Chancellor for Academic Affairs.)

4. **Summary of key major issues / action taken:**
   
   a. Follow-up report to ACCJC and campus visit (Fall 2013): AOC monitored progress of this action.
   
   b. Assessment Planning Calendar: AOC reviewed and provided early feedback on this document developed to guide campus assessment activities.
   
   c. New committee structure: AOC reviewed and provided early feedback to a proposal to create a new committee in which the AOC and the Assessment Committee would become subcommittees under a new joint (J3) Campus Council on Institutional Effectiveness. The proposal was approved by the AOC, Assessment Committee, SSEC and FSEC.
   
   d. Review of the Actionable Improvement Plan (AIP): AOC members were assigned specific sections of the AIP to research for specific progress updates; an updated report is provided to the campus on May 1, 2014.
   
   e. Assessment Management System (AMS): Patrick Patterson provided some initial information on Sharepoint, part of the Windows 365 system that the campus is adopting. Sharepoint will help the campus coordinate information pertinent to assessment and subsequently accreditation.
   
   f. AOC was informed about the annual reports (general and financial) that the college is required to submit to ACCJC.
   
   g. AOC was informed about proposed new standards from ACCJC, to be implemented in 2016; this will impact the college's next accreditation report (due in 2018, or possibly in 2019.)
   
   h. AOC was informed about the Assessment Showcase scheduled for May 8, part of the new Assessment Planning Calendar. This event will provide information to the campus about numerous assessment initiatives and will also provide valuable evidence about progress for the next Follow-up
report (due in October 2014) and the Midterm Report (due in Spring 2015.)

5. Continuing issues / Recommendations for 2014-2015:
The AOC discussed items that should be flagged as campus priorities for the coming year. These items, linked to the AIP or newly identified, include the following:

   a. Keep momentum going with assessment activities and work to integrate assessment into all campus activities;
   b. Work to develop a smoother and more integrated process of inputting, storing and accessing assessment information (most likely through Sharepoint);
   c. Re-establish productive orientation sessions for new faculty and staff;
   d. Suggest that major governance committees develop formal orientation processes for their members;
   e. Work with student government to assess student needs and incorporate students more actively in campus decision-making;
   f. Continue to work in revitalizing opportunities for staff development for both new and established staff members;
   g. Continue to work on gaining support from supervisors to allow time for staff to participate in campus committees and other activities.

Submitted by
Marcia Roberts-Deutsch
Accreditation Liaison Officer &
Chair, Accreditation Oversight Committee
April 30, 2014