Accreditation Task Force Minutes
Sept. 18, 2015

I Call to Order and Welcome

1. Housekeeping Items
   1. 2014-15 Documents
      1. Marcia announced that she has posted committee documents for last year, including minutes.
   2. Meeting Dates & Times
      1. Marcia confirmed upcoming meeting dates - at this point likely will not meet on 12/18 or 5/13 since those are the last days of finals period.
   3. Rotating Recorder duties
      1. Pat today
      2. Cynthia October
      3. Shannon November

2. Status Reports
   1. Follow-up to 2015 Annual Report
      1. Update of job placement data & employment patterns for CTE for ACCJC request letter
      2. We now have a template for next year’s work
      3. ACCJC is getting Fed pressure for evidence of long-term employment
      4. Cynthia - ACCJC will likely be even more strict on Midterm Report
         1. This is critical to get done for CTE programs
         2. Should be more coherently dealt with at system level
         3. System will take time, so we need to work on our own to find out employment data as best we can for next Accreditation Cycle
      4. Steve - contacted by Keala after letter came. Did not know about Perkins thing, but using other process - need to get John Morton or Erika Lacro to work with these guys to check on licensees
      5. Steve - workforce side - we pulled (as of yesterday) working with Data Exchange Partnership (DXP) at state innovation center (P20 People) - they are very cooperative and forward-thinking. They told us we might have issues with workforce reporting just before the WASC letter came. Met with them and figured out definitions & parameters. Need to fill out a form to get access. Yesterday it was approved. Steve sent in file yesterday, including major, banner id, ac Year for 2012, 2013,2014, graduation term, they will ask for CIP Code and for credential. They will give us back 6-month & 1-year employment, highest wage, & industry closely related to particular CIP code. Hope to do something like this again. They are really good, and may help us go back to DOE stuff like all public HS students take ACT & might be able to link that to us.
      6. Marcia - this helps because we know now what they are looking for in terms of numbers, and can do better for Feb-March report.
      7. We are the campus that needs most because we have most CTE programs.
      8. DXP wants to meet with our people, so Steve is getting that together.
      9. Cynthia - thinking of next ACCReitation Report, then they can use this in annual reports and will be really good for next Accr Report.
1. **2015 Midterm Report**
   1. Delivered to John Morton's Office on Tuesday - posted for Campus review and had zero feedback.
   2. Cynthia - Maybe targeted review. i.e. tell Jennifer look at Gen Ed portion, Ross for DE, etc...
   3. Cynthia - there is some stuff that is old
   4. Marcia - we used the two follow-up reports to meld with more current information. Since the midterm report is targeted toward recommendations specifically, so having solved them, chronologically older may be okay as long as we show current improvements.
   5. We have to submit draft to John Morton & BOR, but have more time before final submission in mid-October.
   6. Substantive changes by e-mail to Marcia ASAP.
   7. Changes have been interpolated into AIP.

2. **Actionable Improvement Plan**
   1. **Work Plan for 2015-2016 - Tasks to focus on**
      1. Develop a kind of work agenda for this year.
         1. New Accreditation Standards now on the ACCJC website & Katy & Erika went to ACCJC meeting about crosswalking them to old standards. We should coordinate a town hall on this.
         2. Remaining AIP items to finish
         3. Spring 2016 annual report
         4. Timing of Fall submission to ACCJC - reviewed by Commission & acted on in January meeting. That will come back to us probably by mid-February. They may accept, or accept & ask for more.
         5. Pre-planning
            1. Identify chairs
            2. Orientation for team chairs
            3. Fall 2017 start to work
            4. Need to do the system part better (not handled well in the past by the system) system needs to give us more time & better data
            5. Have the system ever had objections to the idea that system making health calls is actually self-assessment.
            6. Contradictions between job projections and program growth expectations
            7. Need to get standard IV started at system level ASAP, get former chairs coordinating with new Standard IV Chairs
   2. **Other items?**
      1. Next time we'll look at the survey to close the loop.