

ACCREDITATION STEERING COMMITTEE

September 20, 2017

Members Present: Erika Lacro, Karen Lee, David Panisnick, Jolene Suda, Steve Auerbach, Cynthia Smith; Jeff Arbuckle, Billie Leuder, Chiara Logli, Mike Meyer, Jennifer Higa-King, Monique Tingkang, Guy Shibayama, Jeff Stearns (notetaker)

Campus Surveys: IR distributed both surveys, one to faculty/staff/admin and the other to continuing students. Steve Shigemoto will have the results for the first one on September 25 and the results of the student one on October 1.

Timeline: An accreditation timeline was distributed to give the committee an idea of upcoming dates, the key ones being (a) the October 2 deadline for semi-final narratives and (b) the November 13 deadline for final drafts. There was a question about whether there would be enough time to prepare a DE section and QFEs by December 19. Jeff will discuss the timeline with Erika next week.

System Standard III meeting: Marcia is arranging a UHCC meeting for Standard III on September 29, 10:00-12:00, which will be attended by participants from all the community colleges. From our Standard III, eight will be attending, two from each section. Jeff will contact Marcia to find out the format of the meeting.

Committee Flow Chart: Cynthia requested a governance committee flow chart to be used for Standard IV. Mike said his team could help do the chart. (After the meeting, Bill Becker said he would assist.) Erika suggested that a hiring diagram would be useful and would work with Monique on putting it together.

Outdated Policies and Links: Cynthia said there were dead links to policies on the website and wanted to know how to report them. Billie will create a Google document for standard teams to enter notes when a broken link is discovered. Erika will provide a policy to the Planning Council and other committees on a plan to update college policies at least every five years.

Redundancies: Cynthia brought up the concern of different standards writing the same information, creating redundancies. It was noted that it was acceptable for one section to refer to another for full explanation or evidence.

Next meeting: October 4