

**Accreditation Committee**

September 16, 2017

11:30 am – 3:45 pm

**Chaffey College**

5885 Haven Avenue, Rancho Cucamonga

AGENDA

**Members Present**: John Freitas, Christy Karau, and Misty Burruel

**Members Present (teleconference)**: Ginni May, Deborah Wulff, Debbie Laffranchini, Stephanie Droker (ex-officio)

**Members Absent**: Irit Gat

**Guests**:

1. Note taker— Misty will send minutes to the committee for review.
2. Approval of Agenda – Approved by phone
3. Approval of minutes – Review minutes and send Ginni any corrections by Monday, September 18 at 4pm.
4. Accreditation Institute: February 23-24, 2018 (Pre-session February 22), Wyndam Anaheim, Garden Grove
5. **Committee Role** – Members must attend the Accreditation Institute. Either Committee Members or Executive Committee Members will serve as leads at the breakouts. While Accreditation Committee members are not expected to serve during the pre-session, they are encouraged to attend. Ginni will send an email of what needs to be done and introduce presenters and leads; leads will work with presenters to ensure presenters are ready. The Accreditation Committee will meet the night of the pre-session to prepare for the Institute. Committee members are encouraged to think of presenters and should refer to the ASCCC office to seek candidates.
6. **Faculty New Evaluator Training** – February 22 (10-4)
   1. Not all 60 faculty will be guaranteed to serve on accreditation teams post training. Service on an accreditation team is pending CEO approval.
7. **New Accreditation Liaison Officer Training** – February 22 (10-4) (Not all ALOs are faculty)
8. **Theme** – The committee discussed the Accreditation Institute theme and that it should be related to the Fall Plenary Session theme, “change”. Possible themes include:
   1. “Keeping Up With the Pace of Change”
   2. “Down the Rabbit Hole”
9. **Goals of the Accreditation Institute** –
   1. Basic information on the accreditation process
   2. Practical information / applications that are used locally - Share effective practices
   3. Empower and energize participants to take ownership of accreditation to continuously improve their colleges. Identify existing infrastructure that supports and sustains ongoing evaluation.
10. **General Sessions:**
    1. Welcome by Ginni May, President/Vice President
    2. History of Accreditation in the United States (Richard Winn)
    3. Accreditation: Words from Compton College (The Compton College Story)
11. **Strands:**
    1. **The Standards (Basic information)**
       1. Update on the standards
       2. Involve ACCJC representatives, particularly since ACCJC is not holding their own conference
    2. **Accreditation In Addition to ACCJC** 
       1. **Q&A with Richard Winn**
       2. **Updates on Workgroup 1 and 2**: perhaps a General Session with breakout follow-up. Other Regional Accreditors and Recognition by NACIQI, Workgroup 2 status updates. Looking at other accrediting bodies and the requirements on colleges. WASC Schools (ACS) / WASC Senior (ACSCU) and the ACCJC – look at how they all interrelate; this breakout could also explore NACIQI – with a Workgroup 1 and 2 status update. Taskforce explored moving away from ACCJC. One thought would be to tie this particular breakout with the efforts of the workgroup.
          1. Program accreditors – Accreditation requirements on colleges besides ACCJC
          2. How is this reflected in our educational plans, aside from checking the box according to the standard?
          3. Deborah Wulff will bring it up with the CIOs to see who actually demonstrates a crosswalk of the accreditation standards to the college’s educational goals.
       3. **Programmatic Accreditation for Career Education** – linkage/alignment to the broader college planning and accreditation processes. Engage CTE faculty and have them join the institute and learn how they work through their programmatic accreditation process; this could also include noncredit programs. The Accreditation Committee was asked to cover Career Education at the Accreditation Institute.
       4. **Accrediting Noncredit Programs** - The Accreditation Committee was asked to cover noncredit at the Accreditation Institute.
    3. **Effective Practices**
       1. **The Quality Focus Essay** - faculty role, relationship to planning, and sustaining momentum
       2. **Reviewer Team Guidance on I.B.6** (ACCJC) – rubrics, disaggregation of data, and equity
       3. Multi-college districts
       4. Distance Education and USDE Requirements (?)
    4. **The Accreditation Process - Applied**
       1. Writing the ISER
       2. Gearing up for and getting through “the visit” - Understanding your visiting team
       3. Faculty Leadership in the Accreditation Process – fleshing out the 10+1
       4. Other Requirements besides the ISER
    5. **Overlap and other Ideas**
       1. In the Meantime…follow-up visits, midterm reports, reporting substantive changes in programs, etc.
       2. **What’s New in Substantive Change!**
       3. **eLumen Sponsor’s Breakout**
       4. **Being An Accreditation Co-chair**
       5. **Accreditation As An Ongoing Practice** – linkage to existing college
12. **Breakout Topics:** Draft titles, descriptions
13. **Draft Program:** 
    1. Pre-session – Accreditation Institute Planning Draft
       1. October 13 - Second reading by Executive Team (committee will need a teleconference meeting prior to October 13)
       2. December - Finalize program draft in time for the Executive Team meeting in December
14. **Plan for Addressing Current Resolutions**
    1. Disaggregation of Learning Outcomes Data – Research was presented at the ACCJC 2017 Partners in Excellence Conference. Committee will hold off on I.B.6 until we here back from ACCJC in January 2018. There could be a Rostrum to give an update on Disaggregation of Learning Outcomes Training, 2.01.
    2. ACCJC Written Reports to Colleges on Sanction – Workgroups 1 and 2 have been involved in recommending changes to these reports, resulting in many changes to date. It was recommended to have a breakout session at the Accreditation Institute that is an Update on Workgroups 1 and 2.
    3. Local Recruitment and Nomination Processes for Accreditation Teams – This may be part of the pre-session at the Accreditation Institute and result in a Rostrum article.
    4. Update to the Existing SLO Terminology Glossary and Creation of a Paper on Student Learning Outcomes – Christy Karau volunteered to serve on the Taskforce that will be charged with updating the SLO Terminology Glossary – A Resource for Local Senates. There may be a second volunteer from Chaffey College who is the faculty lead for Outcomes and Assessment. Misty will provide Ginni the name and contact of this faculty member.
15. **Resolutions for Fall Plenary Session**
    1. Nothing to report
16. **Breakout at Fall Plenary:** Title, Description, presenters
    1. Accreditation News, Accreditation – Ginni will lead a breakout and Misty assist.
17. **Upcoming Events** (<http://asccc.org/calendar/list/events>)

* Area Meetings: October 13/14, 2017
* Fall Plenary Session: November 2-4, 2017, Irvine Marriott
  + Ginni May and Misty Burruel will be at the Fall Plenary

1. **Future Meetings**
   1. **Teleconference meetings:** 2nd and 4th Tuesdays at 4pm. (Ginni will send invites)
   2. **Face-to-Face Meeting:** November 18, LA City College
2. **Other**: Look for invitation from Ginni for the teleconference meetings. The committee’s next face-to-face-meeting will occur in November.
3. **Adjourn** – 2:48pm

**Status of Previous Action Items**

1. **In Progress** (include details about pending items such as resolutions, papers, *Rostrums*, etc.)

**ASCCC Resolutions**

S15 2.01 [Disaggregation of Learning Outcomes Data](http://www.asccc.org/resolutions/disaggregation-learning-outcomes-data)

Research has been completed and presented at the ACCJC Conference in April 2017 and Spring 2017 Plenary Session. An annotated bibliography was provided to the Academic Senate and the ASCCC Foundation as part of the SLO Disaggregation project funded by the Foundation. 2017 - 18: The Committee will discuss next steps for the use of the research information.

S15 2.02 [ACCJC Written Reports to Colleges on Sanction](http://www.asccc.org/resolutions/accjc-written-reports-colleges-sanction)

2017 - 18: The committee to consider how best to respond to this resolution.

F16 2.01 [Local Recruitment and Nomination Processes for Accreditation Teams](http://www.asccc.org/resolutions/local-recruitment-and-nomination-processes-accreditation-teams)

2017 - 18: The committee chair to discuss with the president how best to accomplish this resolution.

S17 9.01 [Update to the Existing SLO Terminology Glossary and Creation of a Paper on Student Learning Outcomes](http://www.asccc.org/resolutions/update-existing-slo-terminology-glossary-and-creation-paper-student-learning-outcomes-0)

2017 - 18: The Chairs of the Curriculum and the Accreditation Committees will identify committee members to sit on a task force to accomplish this resolution.

**Papers/Rostrums**

* S17 9.01

1. **Completed** (include a list of those items that have been completed as a way to build the end of year report).