

Accreditation Steering Committee Meeting
March 6th, 2009
Summary

Present: Berta Harris, Gloria Lyon, Jaime Estrada, John Markley, June Cressy, Kathy McGinnis, Lori Erreca, Peter White, Randy Barnes, Roberta Alexander, Salley Deaton, Sandra Pesce, Xi Zhang

Absent: Dotti Cordell, Julie Barnes, Marilyn Harvey, Mary Benard, Robert DeMartini

Jerry Davis was introduced as the new Vice President of Administrative Services. J. Davis replaces Carol Dexheimer as co-chair of Standard III.

1. Review and corrections of draft summary from February 6th, 2008 meeting

No corrections

2. Research Update (X. Zhang)

Point-of-service surveys have been collected for the past seven weeks. There is one week remaining to get more responses. As an incentive, Institutional Research will award coffee and donuts to the department with the highest increase in responses during the last week. There has been a low response rate in some departments including TRIO (30/100), Counseling (38/350), and DSP&S (?). This may concern validity of the data.

Student surveys were sent to faculty mailboxes. Forty classes were randomly selected. Twenty one instructors have responded. Some have indicated that they will administer the student survey next week.

Employee surveys are being conducted. Each campus will be sending a reminder. Only 378 responses have been received. The goal is to have 50% of employees respond.

3. Report from District Steering Committee 03/05/09 meeting (R. Alexander)

An accreditation report to the Board is scheduled for March 12th. Co-chairs are encouraged to attend.

Standard IV co-chairs are scheduled to interview the Board on April 16th. The interview format has not been finalized. Standard IV co-chairs from each campus will meet on March 16th to discuss the questions. Lynn Neault will need these questions for the Board to review in advance. Board responses will be recorded in the minutes. Standard IV co-chairs will be asking questions related to Standard IV-B-1, which has a narrow focus. R. Barnes will invite members of the Standard IV committee to attend in an effort to have inclusive representation in this process.

Statistics indicated that WASC sanctioned 110 colleges (37%) in the last five years (2003-2008). These sanctions were in areas of Planning & Budget, Program Review, and Leadership & Governance. The good news is that these areas are City's strengths.

4. Institutional Assessment Committee/SLO Report (D. Cordell, B. Harris)

B. Harris reported that the committee was successful in getting 58 program-level SLO's in the college catalog. The Senate has approved General Education SLO's as well. TaskStream templates are being worked on.

5. Standard Reports

Standard I: Institutional Mission and Effectiveness

Standard II: Student Learning Programs and Services

a) Student Learning Programs

b) Student Services

c) Library and Learning Support Services

Standard III: Resources

Standard IV: Leadership and Governance

6. Accreditation Timeline (P. White, R. Alexander)*

Complete drafts are due on May 1st.

7. Electronic documentation Process (J. Estrada)

J. Estrada introduced a web-based electronic format for keeping documentation organized and demonstrated how to navigate through the information. This can be used as a working webpage. J. Estrada will assist in capturing documents not available in electronic file format.

8. Other – R. Alexander will be providing comments and suggestions to draft revisions.

Scheduled meetings for spring 2009

March 06, 2009

April 03, 2009

May 01, 2009

June 5, 2009 – Survey briefing (1) 9-11am, D102

June 12, 2009 – Survey briefing (2) 9-11am, D102