

Accreditation Steering Committee
Meeting Summary
May 8, 2012
3:30 p.m. - 5:00 p.m.
Levinson 40

Attendees: Kate Pluta (co-chair), Sue Granger-Dickson, Bonnie Suderman, Bill Cordero, Rachel Vickrey, Kirk Russell, Becky Mooney, Ann Morgan, Bernadette Towns, Hamid Eydgahi

Absentees: Nan Gomez-Heitzeberg (co-chair), LaMont Schiers, Klint Rigby.

- 1) Minutes were reviewed and corrections made. Ann will send the corrected minutes to committee members.
- 2) We will have two new members to ASC next Fall, Andrea Garrison and Karimeh Amin.
- 3) Becky and Bonnie gave the SEC/Self Evaluation update.
 - The revised timetable was discussed.
 - We have received feedback from Jane Harmon and Abe Ali on the draft SE. Feedback is due from Sean James and Tom Burke before May 29. On May 29 there will be a face-to-face meeting with the chancellor, the KCCD SE committee and Becky and Bonnie about the self-evaluation. Concerns were voiced about making substantial changes to the SE.
 - Discussion followed on some of the AIP's. The question was posed, if we have an AIP do we meet the standard? It was decided after the concerns of the district to change the wording on AIP#2 and #4 . Bonnie will revise the SE to state that we partially meet the standard where appropriate.
 - The new mission statement will need to be approved by the KCCD Board and incorporated along with the Strategic Plan into the SE. Discussion followed about who would be responsible for this.
- 4) Site visit planning—Kate reported that Levinson 40 has been reserved for the team for the site visit. Discussion followed.
- 5) Strategic Planning and the role of ASC—
 - Progress on the objectives of the college goals will be monitored by ASC. We need to set up a framework in order to accomplish this. One of the college goals is to have the sub-groups of the transfer general education breadth units meet to discuss prerequisites across their disciplines.
 - Link to Strategic Plan: See Goal 1, Objective 1.2 and Indicator 1.2.1:
 - 1.2 Develop and implement prerequisites across departments for courses meeting same transfer requirement
 - 1.2.1 Evaluate feasibility of instituting prerequisites in transfer subgroups A-E for IGETC and CSU transfer patterns
 - We could use these groups as a framework for Integrated Program Review. It was decided that it is the responsibility of the administrators to bring together and integrate the AIP's.

- 6) Kate reminded the committee that it was a goal of ASC to embed accreditation in the life of the college and that the co-chair committee reports were one way of accomplishing this goal. The Co-Chairs Committee evaluated their process and made the recommendation to go from 3 reports annually to 2 reports annually, one near the beginning of the fall semester and one near the end of the spring. The first report is due October 1st, with the meeting of the Co-chairs Committee to take place during the week of Oct. 8-12, exact date and time TBA. The second report will be due April 22nd, with the meeting of the Co-chairs Committee to take place during the week of April 29- May 3.

Action: Kate will contact Academic Senate and the President's office to schedule the two meetings. It was suggested that the reports will be distributed using the current LISTSERV.

- 7) The status of Annual Program Review was discussed. Stephen Eaton wrote the final report to the President and the College Council. It is unclear at this point both because of the re-organization and the changeover in Interim presidents on exactly who will be in charge of implementing the recommendations in the final report.

ACTION: Kate will contact President Jensen about ASC's concerns about APR and the lack of administrative leadership.

- 8) Committee members signed up to bring refreshments for next year's meetings.

- 9) Meeting was adjourned at 5:00 p.m. Our next meeting will be Tuesday, August 28, 2012, 3:30 p.m. to 5:00 p.m. in Levinson 40.