Accreditation Subcommittee Meeting Minutes

Wednesday, September 16, 2026 9:00 –9:45 AM Zoom virtual meeting

MEMBERS	Shakerra Carter, Masahiro Omae, Jessica Luedtke, Brenna Leon Sandeford, Franklin Garrett, Marne Foster, Jesus Rivas, Debi King
Not Present	Ildifonso Carillo, Kirsten Lollis
1. Call to Order 9:00 AM	
2. Action Items	
2.1 Approval of Agenda	
CONCLUSION	Agenda approved unanimously
2.2 Review of 5/20/2026 Minutes *(approval not required for this subcommittee)*	
CONCLUSION	Minutes reviewed – no corrections
3. Information/Discussion Item(s)	
3.1 Letter to Accreditor Workgroup	
INFORMATION	○ ACS WASC certified SDCCE's seven-year accreditation cycle; accreditation is extended through June 2031, with the mid-cycle review in Year 4 and no mid-cycle visit ○ accreditation certificate is displayed on website; a physical certificate will be ordered and maintained by the VPA ○ The Letter to Accreditor Workgroup has completed its purpose and will be retired
3.2 Communication Workgroup	
INFORMATION	○ The seven-year accreditation cycle announcement was shared through CE news, social media, and the website. ○ The fall newsletter will further highlight accreditation accomplishments
3.3 Data & Reporting Workgroup	
INFORMATION	○ The team is obtaining district-supported Gemini Pro access to explore AI-assisted data mining; progress will continue as workload permits ○ The 2027–28 Mid-Cycle Report template is brief and has been reviewed preliminarily
ACTION ITEM	Jesus will bring the template to the next meeting for committee review
3.4 Structure, Evidence, Website Workgroup	
INFORMATION	○ Accreditation webpages have been updated with the new certificate, current information, and meeting materials. The accreditation timeline will continue to be rebuilt following the website transition ○ The committee reviewed the seven-year Accreditation Planning Cycle. Current priorities include action plan focus groups/refinement; Year 4 will include the mid-cycle report, Driving Principles/SLO survey review, and college-wide goals and objectives focus groups ○ The larger Accreditation Task Force will begin expanding in Spring 2029 for self-study preparation ○ Members discussed strengthening awareness of how department-level work connects to institutional strategic and accreditation goals
3.5 Data & Reporting Workgroup	
INFORMATION	Three workgroups will continue: ○ Communication: Brenna Leon Sandeford, Marne Foster, Franklin Garrett, Kirsten Lollis ○ AI Data & Reporting: Marne Foster, Jesus Rivas, Jessica Luedtke, Ildifonso Carillo, and Masahiro Omae ○ Structure & Website: Jessica Luedtke, Debi King, and Shakerra Carter Workgroups will meet independently and provide updates at monthly Accreditation Subcommittee meetings
4. Adjournment: Meeting adjourned at 9:47 AM	
Next Meeting: 10/21/2026 at 9:00 AM	

Minutes submitted by: Debi King **Minutes reviewed:** By Committee 10/21/2026