SAN DIEGO CONTINUING EDUCATION

Mission San Diego Continuing Education commits to student success and community enrichment by providing accessible, equitable, and innovative quality education and support services to diverse adult learners in pursuit of lifelong learning, training, career advancement, and pathways to college.

Accreditation Sub-Committee

NOTES for Thursday, 5/3/18	1:30 p.m.	ECC, PDC 106
Members Present:	Barbara Pongsrikul, Jessica Luedtke, Karen King, Magdalenda Kwiatkowski, Nancy Cortes (Analyst)	
Members not Present:	Marne Foster	
Guest(s):	N/A	
Recorder:	Ginger Davis	

AGENDA

1. Call to Order/Roll Call by J. Luedtke at 1:30 p.m.		
2. Action Item(s) N/A		
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
NONE	N/A	N/A
3. Information Items:		
3.1 Accreditation timeline (6 years vs. 7 years)		
DISCUSSION	- The colleges at our District were accredited in the last ACCJC cycle for 7 years through spring 2024, with their midterm report due in 2021. - SDCE has been accredited through WASC for 6 years through June 30, 2023. - A copy of the WASC approval letter, received on May 1, 2017, was shared. - It would be helpful to add general Accreditation updates to a Newsletter to send out to the SDCE Community. Look at Miramar's Accreditation Newsletter as an example.	
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
Add Newsletter as an agenda item to the next Accreditation Sub-Committee meeting.	Ginger Davis	5/18/18
3.2 Accreditation System		
DISCUSSION	- Mesa College feedback on Campus Labs Accreditation Module was shared. Mesa utilized Campus Labs for their 2017 accreditation visit; there were technical challenges due to the system being set-up shortly before the actual visit. Recommendations were provided to better prepare us at CE for use of Campus Labs for our next accreditation visit. - Brief discussion occurred around cost. - Mesa was quoted $50,395 for the use of Campus Labs from 2018-2020. - SDCE will have a significantly less cost since we already use Campus Labs for Strategic Planning. - SDCE plans to build the Accreditation Module early to provide opportunities for training and utilization of the system by identified users prior to our next accreditation visit.	
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
NONE	N/A	N/A
4. Evaluate the Strategic Planning Data and Update the PowerPoint to EGC		
DISCUSSION	- The subcommittee reviewed and discussed the current PowerPoint draft that will be presented to the Executive Governance Council on May 23rd. - Additional slides were added to the PowerPoint to highlight the Growth Areas noted within the SDCE Six-Year Action Plan. Growth Areas identified include:	

	o 1. Growth in Enrollment and Student Success o 2. Increased Communication and Community Collaboration o 3. Professional Development o 4. Maintaining and Securing Technology in support of instruction and student services o 5. Integrated Planning • In addition, the rationale for each growth area was noted. • More slides will be added to address the current status on the expected outcomes outlined.	

FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
NONE	N/A	N/A

5. Update Action Plan

DISCUSSION	• Expected Outcomes will need to be reviewed by the identified responsible party so updates on each outcome can be provided. Updates will be noted as planned, in progress, or completed.

FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
NONE	N/A	N/A

6. Adjournment: 3:00 p.m.

NEXT MEETING:
Date and Time- TBD
Location- TBD

Notes submitted by: Ginger Davis, Sr. Secretary to the VPI **Reviewed by Sub-Committee:** Yes   **Date:**   5/18/18