

SDCE Accreditation Steering Committee Meeting
February 16, 2017
3:00 to 5:00 p.m. Room 186

Minutes

Members Present: Kate Alder (ALO), Barbara Pongsrikul (Co-Chair), Corinne Layton (Co-Chair), Michelle Fischthal, Ingrid Greenberg, Mary LeDuc, Leslie Quinones Carlos Cortez, Jane Signaigo-Cox, Lorie Crosby-Howell, Robin Carvajal, Esther Matthew, Richard Weinroth, Marne Foster, Linda Osborn, Danielle Williams, Esther Anthony-Thomas, Amanda Torres, Vinzent Balaoing

Additional Attendees: David Holden, Ginger Davis, Pat Mosteller, Jael Guzman, Donna Namdar, Sam Phu, John Bromma

Called to order by Kate Alder at 3:15 pm.

- 1) Review of Minutes – Corinne Layton
 - A hard copy of the 1/19/17 Minutes DRAFT was reviewed for approval.
 - The minutes were M/S/C by Marne and Richard, with the following edit:
 - i. Add Danielle Williams to members present list.
 - Abstentions: Donna Namdar
- 2) ALO Update – Dr. Kate Alder
 - Self-Study Update- Vice Chancellor feedback-
 - Initial Feedback from Accreditation Chair:
 - WASC Chair, Martha Young-Jones has already provided feedback to our Self Study Report. Overall, there's a lot of positive feedback. Some initial observations were:
 - Chapter 1: looks data heavy;
 - Chapter 4: does not have enough student voice reflected in the response;
 - For each section, the Chair would like more clarification on keys issues identified and how they relate to our action plans.
 - An addendum to the Self Study Report will be created to respond to the WASC Visiting Team's feedback.
 - The rest of the visiting committee is currently reviewing the Self-Study Report and will be providing their feedback by February 20th to Martha. She will then send that feedback to us.
 - Accreditation Visit Update/Chair-
 - A draft of the tentative schedule was presented. **Once finalized, a copy will be sent to the AS Committee.**
 - A brief mention of the Sunday VC Luncheon at Mesa was discussed.
 - In addition, there is an evening Reception for All Stakeholders starting at 4:30 PM at the Handlery Hotel.
 - **9:15AM – 10:15AM, Meet with Student Groups- Check with Martha if students can be identified up front so they are already on deck for assigned campuses.**

- List of Self-Study Committee Members was reviewed. Specific reference was to focus groups 4, 5, 6 and 7.
 - Whenever possible, meetings and business should continue as normal. If subs are needed to cover classes so faculty can be present, please work with your deans.
- 3) Preparation for WASC Visit- Corinne Layton
- Update on Campus Showcase Planning
 - A final schedule of showcase locations with leads was presented.
 - ABE/High School: ECC- Leads: Dean Lorie Howell; David Holden, Room 122
 - Business Information Technology: North City- Lead: Dean Carol Wilkinson
 - Counseling and DSPS: ECC- Leads: Dean Esther Matthew, Cat Prindle, John Bromma, Room 122
 - Career and Technical Education: ECC- Lead: Dean Jane Signaigo-Cox, Room 122
 - Emeritus and Parenting: CE Mesa – Leads: Dean Leslie Quinones, Linda Osborn, Pat Mosteller, Room 101H (Conference Room)
 - ESL: Mid-City- Leads: Dean Barbara Pongsrikul, Corinne Layton, Lobby and Room 322
 - Health Care Careers: Cesar Chavez- Lead: Dean Robin Carvajal, Room 213
 - Hospitality: West City- Dean Lorie Howell, Room 121
 - Marketing Materials- Barbara Pongsrikul on behalf of Ranessa Ashton from the Office of Communications
 - Materials of Showcase submissions were presented and reviewed by each of the program leads and participants.
- 4) Spring 2017 Flex-Accreditation Feedback– Dr. Barbara Pongsrikul
- Accreditation Activity Feedback was shared from 13 individuals.
 - Accreditation Activity Questions from this Flex activity were collected by Laurie Cozzolino. **A strategy to communicate the questions and responses will be created so information can be sent to everyone prior to the visit. Barbara and Corinne will follow up with Kate. In the communication, incorporate a link to the self-study report.**
 - Governance Chart- Faculty felt it would be helpful to know the names of each of the positions. Corinne will follow up on this.

Next Accreditation Meeting: March 16, 2017, 3:00 p.m. to 5:00 p.m., ECC, Room 186.

Meeting adjourned by Barbara Pongsrikul at 4:10 pm.

Minutes taken and submitted by Ginger Davis, Sr. Secretary, VP, Instruction
 Approved on: 3/16/17