

SMCCCD Accreditation Coordinating Council Meeting

3:30 to 4:30pm
District Board Room

September 22, 2011

Meeting Notes

Present: Susan Estes, Rob Johnstone, Jing Luan (chair), Sarah Perkins, Laura Demsetz, Mike Williamson (on behalf of Skyline team), John Sewart, Harry Joel, Sue Harrison, Kathy Blackwood, Eric Raznick, and Jose Nunez

Chair Jing Luan called the meeting to order at 3:40pm.

1) Introductions/Membership

No introduction was necessary. Sarah Perkins asked to change one of the co-chairs for Cañada Self-evaluation Committee from Lisa Palmer to Doug Hirzel.

Jing announced that during his absence, Kathy Blackwood will act as chair of the council.

2) Status of Preparation for next cycle of self-evaluation (self-study)

a. College Work Plans

Jing shared handouts of the Board report including the colleges' timelines that he presented to the Board the day before. No further information from the colleges at this point. Colleges are working with the self-evaluation timelines they have established.

b. Board Update Timelines

As the next milestone with reference to Board updates, Council suggested an information update to the Board on April 25, 2012. Council recommended updates to the Board made once a semester.

c. Coordination/Role of the Council

Jing reviewed the Board report that included the role of the council.

3) Information sharing

a. ACCJC Team Training Workshop in Oakland – Laura D.

Laura briefed the Council on the content and purpose of the team training workshop.

b. Skyline Accreditation Workshop (Sept 30)

Mike Williamson distributed logistical details of the accreditation workshop to be hosted by Skyline College on September 30.

4) Delineation of Functions evaluation

Jing shared with the Council the Timelines approved by the Chancellor Council and DSGC with reference to evaluating of the Delineation of Functions document. He mentioned that a district committee met twice and the document was reviewed by the colleges' various constituents based on the Timelines. The next review will be spring 2013.

5) Other: District personnel attended the CSM Accreditation Kickoff recently. Colleges will confirm the assignment of district personnel on their 4 standards committees.

6) The next Council meeting will be in February 2012.

Standing members of the council (As of April 2011):

	Cañada	CSM	Skyline	DO
ALO	Greg Stoup	Susan Estes	Rob Johnstone	Jing Luan (chair)
Co-chairs	Sarah Perkins Doug Hirzel	Susan Estes Laura Demsetz	Donna Bestock Fermin Irigoyen	
Researcher		John Sewart		
Other personnel by virtue of positions				Harry Joel Barbara Christensen Sue Harrison Kathy Blackwood Eric Raznick Jose Nunez

Meeting adjourned at 4:10pm