

SMCCCD Accreditation Coordinating Council Meeting

District Board Room

April 25, 2011

9:00 a.m. - 10:00 a.m.

Notes

Attendees: Eric Raznick, Jing Luan, Donna Bestock, Rob Johnstone, Laura Demsetz, Kathy Blackwood, Ray Hernandez, Barbara Christensen, Sarah Perkins, Susan Estes, and Greg Stoup

1) Introductions/Membership

ACTION: Council recommended inviting the President of the District Academic Senate, Diana Bennett to the council.

2) Status of Preparation for the Next Cycle of Self-Evaluation (self-study)

Susan shared CSM's 2013 Self Evaluation Timelines, 2007 Timelines, and co-chairs of 2013 Standard Committees. Council suggested the following district representatives to serve as liaisons on each college's standard committees:

- Jing Luan (Standard I)
- Jing Luan (Standard II)
- Kathy Blackwood, Harry Joel, Jose Nunez, and Eric Raznick (Standard III)
- Barbara Christensen (Standard IV)

Council suggested the following district/board level activities:

- 1) In May, Jing leads efforts in informing DSGC, DAS, and possibly district student council on upcoming accreditation activities.
- 2) In June 2011, Jing prepares a Board Report informing the Board of upcoming accreditation activities.
- 3) Jing brings the topic to Chancellor's Council for the purpose of discussing the proposal of a board information update or study session on new processes of accreditation. Suggested timeframe: fall 2011.
- 4) Council agreed to the following:
 - Each college individually will continue with using themes in addition to their regular self-evaluation report but in a somewhat brief manner.
 - College will recommend to their respective steering committees to coordinate on the accreditation questions pertaining to the District Office.
 - Susan will revise CSM's Timelines document to reflect suggested changes including the district/board activity dates and share with all.

3) Information sharing (new ACCJC policies, etc)

Susan distributed to each college a copy of Manual for Institutional Self Evaluation: Assessing Educational Quality and Institutional Effectiveness, published by ACCJC in March 2011.

- 4) Delineation of Functions evaluation
Jing shared the results from the spring 2010 evaluation. The next round of evaluation will be early spring 2013 for the colleges to incorporate any changes necessary. The committee responsible for this topic includes Greg Stoup (Cañada), Jennifer Hughes (CSM), Ray Hernandez (Skyline) and Jing Luan (District) and chaired by Jing.
- 5) Other
Next meeting: September 2011. Topic: Board update.

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 Lisa Palmer	Laura Demsetz	Donna Bestock Ray Hernandez	
Researcher		John Sewart		
Other personnel by virtue of positions				Harry Joel Barbara Christensen Sue Harrison Kathy Blackwood Eric Raznick Jose Nunez

Meeting adjourned at 10:10am