

Accreditation Steering Committee Minutes

August 29, 2019, 1:30-3:00 PM

G1-301C

1. Members Present:

Rick Crawford (Learning Assessment Coordinator)	Nancy Ramirez (PD Coordinator)
Jeff Hernandez (Senate Pres.)	David K Song (Fac. Accred Chair)
Minghuei Lam (ALO/VP of LAS Alternate)	Angie Toledo (Dean, Workforce Dev.)
Suzette Morales-Guerra (Senate Rep.)	Bryan Ventura (Associate Dean of OIEA)
Elizabeth Ortega (South Gate Rep)	
2. Guests Present:
 - Kirby Dominguez (Transfer Center Director)
 - Chris Garcia (Counseling Chair)
 - Adrian Shadaram (OIEA Research Analyst)
 - Kerrin McMahan (Dean, Academic Affairs)
3. Meeting called to order @ 1:39 PM
4. February 28; May 23; July 11, 2019 Minutes Approved M/S/P (Hernandez/Morales-Guerra)
5. Announcements/Updates
 - a. District Accreditation Committee: District will be issuing guidelines to standardize evidence gathering. Other colleges in district are aiming for October and November to approve their midterm reports at the local level with December as the latest. The District IESS will approve reports in January before they goes to the Board of Trustees in February 2020.
6. Action/Discussion Items
 - a. Submission Timeline
 - i. Reviewed the proposed timeline for completion. The goal is to have the Midterm Report approved by Senate and Shared Governance Council by December 2019. Ideally, the report should also get feedback from EPSC.
 - b. College Recommendation 3
 - i. Received feedback from the committee, narrative will be revised to reflect submission after the most recent cycle of AUPs and also include information on formative and summative evaluations from the Strategic Plan to discuss how subplans will be evaluated.
 - c. Action Plan: SLO/CR2
 - i. Received feedback from the committee, Action Plan statuses should be noted as "Ongoing" only if the action still has yet to be completed at least once (in the case of continuous activities).
 - ii. Actions #2 (regular review of assessment plans) and #3 (engaging in dialog) can potentially be combined to resolve overlap. The narrative around Action #2 can be clarified with more precise language because there was confusion around the meaning of "assessment plan." The SLO Handbook can also be integrated as evidence into the narrative. Action #5 (PD around teaching/learning theories) should explicitly address the linkage between steaching/learning theories and assessment; that can possibly done by looking back at past PD offerings (e.g.,

Teaching/Learning series) as well. Otherwise, should be noted as “ongoing” and note timeline for completion.

- d. Action Plan: PD/CR3
 - i. Received feedback from the committee, section on administrative PD activities can be expanded. There are trainings in Administrative Council that can be incorporated into the narrative. Classified staff PD subcommittee and recognition subcommittees will be important to future activities in the Action Plan. Evaluation of the actual programs can also be addressed in more detail in Action #1 about what worked as “best practices” and can be documented in the PD Committee in the future.
- 7. Next Meeting Date: Thursday, October 24, 2019 from 1:30-3 PM.