

**Accreditation Oversight Task Force
February 13, 2009**

In attendance: Susan Lamb, John Baker, Laurie Lema, Helen Benjamin, Jeanie Dewhurst (note taker), Deborah Blue, Chris Leivas, Jocelyn Iannucci, John Mullen, Ted Wieden, Mohamed Eisa, Michael Gong, Richard Livingston, Judy Walters (by phone)

Topics	Summary	Follow-Up
Introductions	Richard Livingston, Senior Dean of Liberal Arts & Sciences at LMC, and Deborah Blue, Vice Chancellor of District-wide Planning & Educational Services were introduced as resource people. Livingston will write the Accreditation report.	
Decision-making Responsibilities	Dr. Barbara Beno, President of ACCJC, stated that DVC cannot have institutional governance that the president chairs. There is a need for a shared governance college council. The President serves as ex-officio. This council should be perceived as a Brown Act body. Decisions from this Council will be presented to the President for final decision. A strong governance council will again make people feel engaged.	
Accreditation Report Evidence	Agendas and minutes are to be created for each meeting that addresses the recommendations and eligibility requirements in ACCJC's February 3 letter. Hard copies of these documents will be kept in the President's Office. Judy Walters will ask Ben Seaberry to set up a site on DVC's website for posting these documents. Progress on work plans will also be posted.	Ben Seaberry
Creation of Draft Workplan	Team members reviewed the recommendations and eligibility requirements listed in the February 3 letter. Leads were chosen for each recommendation. It was decided to combine Recommendations 1 and 7. Blue and Livingston will develop the tasks for each work group. Lema and Iannucci will identify and confirm the members from faculty and classified. Walters will identify managers. Students will be encouraged to participate. The leads will set up meetings and establish timelines. A consistent template will be used throughout. The oversight task force will meet every other Friday beginning with February 27 at 3:15 p.m.	Ted Wieden Mohamed Eisa John Baker Claudia Hein/John Mullen Susan Lamb Ben Seaberry/Mark Steidel Deborah Blue Richard Livingston Laurie Lema Jocelyn Iannucci

Next Meeting: February 27, 2009