

Accreditation Advisory Group
Meeting Notes
August 29, 2012
3:00-5:00 p.m.
ATC 103

In attendance: Peter Garcia, Ted Wieden, Sue Rohlicek, Lindsey Lang, Mario Tejada, Ann Patton, Susan Lamb, Laurie Lema, John Freytag, Andy Kivel, Jeanie Dewhurst

1.	Agenda Review (Action) The agenda was accepted as presented.
2.	Approval of August 22, 2012 Meeting Notes (Action) There was consensus approval with corrections to agenda item #3.
3.	ALO Report There is a regional workshop at Santa Rosa JC, September 21, focusing on Capacity Building for Education Excellence through Program Review and Integration Institutional Planning. Peter will talk with Mojdeh Mehdizadeh to see about inviting a few people who could represent all three colleges.
4.	Review of the Technical Writer Job Description and Selection of Interview Committee Members and Timeline Advisory group members reviewed the description and gave suggestions for improvement. Because the SLO Report is due October 15, 2012, it was agreed to have someone pulled in immediately to help with the SLO Report. An email "teaser" will be sent out before Friday, August 31, about the position. The announcement will go out on Tuesday, September 4, it will close on September 11, and interviews will be on September 21. In addition to Susan, one classified member and Ted will serve on the interview committee. Examples of technical writing will be requested.
5.	SLO Draft Report Susan's goal is to send out the two version drafts of the SLO report to the advisory group by Friday, August 31.
6.	Identifying and Addressing Outstanding Issues <ul style="list-style-type: none"> • Outstanding Issues From Previous Reports Susan shared a preliminary chart showing an ACCJC action chronology with evidence. An additional column will be added to show continuous improvement. • Changes Coming From DOE and ACCJC Susan will bring significant concerns and changes to the advisory group.
7.	Other It was agreed that the advisory group will do an overview of the standards and eligibility requirements. A structure for the next self-evaluation needs to be developed. A proposal was made to do a needs analysis on Standard II first. Once that is completed, than Standards, I, III, and IV will be reviewed. An SLO review will be completed separately. The September 12 meeting will have an overview of the standards beginning with Standard II.

Next Meeting: September 12, 2012