

**Accreditation Advisory Group (Expanded)**  
**Meeting Notes**  
**January 9, 2014**  
**3:00-5:00 p.m.**  
**Trophy Room**

In attendance: Ted Wieden, Laurie Lema, Robert Burns, Becky Opsata, Emily Stone, Florence Espiritu, Daniel Kiely, Andy Kivel, (ask Ted for attendance list), Kim Schenk, Tish Young, Jennifer Tejada, Lindsey Lang, Katrina Keating, Michele Krup, Beth McBrien, Ann Patton, Jeanie Dewhurst, Rachel Westlake, Peter Garcia, Julie Catalano, Maria Barno, Rene Sporer, John Freytag, Cathy Walton-Woodson

<b>1.</b>	<p><b>Agenda Review (Action)</b>  The January 9, 2014, agenda approved as presented. Ted Wieden and Ann Patton will work on format for classified staff to review the draft report. Jeanie Dewhurst will add Michelle Krup and Tom Barber to the accreditation email distribution list.</p>
<b>2.</b>	<p><b>Announcements</b></p> <ul style="list-style-type: none"> <li>• June 25, 2014, the Governing Board will hear the college's self evaluation report</li> <li>• August 7, 2014, the report will be in the ACCJC office.</li> </ul>
<b>3.</b>	<p><b>Approval of December 11, 2013 Meeting Notes</b>  The December 11, 2013, meeting notes were accepted as presented.</p>
<b>4.</b>	<p><b>Review of Comments Received (by Standard Team)</b>  Ted thanked everyone for all the work completed on the writing of the self evaluation. Standards' co-chairs summarized any feedback from the flex workshops.  1A: Will add some student resource information  1B: Met with 4A to make sure information matched. Section I.B.5 still needs review. The committee will meet again to review changes.  IIA: One reviewer provided good clarifications as a reader. SLO information from IIIA will be included.  IIB: Had a great opportunity to work on the layout and technical writing. Revisions will be made.  IIC: Feedback from the library staff was given. A member from the math department provided feedback on tutoring section.  IIIA: Will continue to work on the comments from Becky and Ted.  IIIB: Will continue to seek data for inclusion in the report. They will be in contact with the District Office on bond information.  IIIC: The committee will meet to decide whether or not to include information on technology decision making. The current language may be too strongly negative. The challenge in this Standard is the narrative of frustration, what does the Standard say, and the college's efforts around the Standard. If the decision is that we don't meet the Standard, then we need to provide the evidence.  IIID: Making progress. They are developing a timeline that shows the progress on the college budget review. They will seek feedback from Jonah Nicolas, District Office finance officer.  IV: Had a fruit session with IB and will begin to gather evidence.</p>
<b>5.</b>	<p><b>Discussion: Common Threads in Comments</b></p> <ul style="list-style-type: none"> <li>• Amount of work and positive momentum since Show Cause</li> <li>• Recognition that we are not finished and in a continuous improvement process.</li> <li>• Awareness that expertise is used for committees and conversations</li> <li>• Importance of the program review on our campus</li> <li>• Absence of comments on governance tensions</li> <li>• Connections should be repeated in the report</li> <li>• Previous recommendations responses will show the positive tone</li> <li>• A concern – the report may be a little long – give the editors some freedom to remove the redundancy</li> </ul> <p>Becky Opsata clarified that many of the grammar corrections will be fixed by the technical writer.</p>

	<p>The following timeline was approved:</p> <p>February 1                      Google Docs will be shut down  February 1-15                  Writing teams will finalize their drafts  February 15-March 15      Technical writing team will create final draft  March 15                          Final draft to Faculty Senate, Classified Senate, ASDVC, Management Council, ASDVC    April 14                            College Council  May 27                              Submission for Governing Board Approval  June 25                             Governing Board Approval  August 7                            Report at ACCJC office  October 6-9                        ACCJC Visit</p> <p>Concern was expressed about the short time for writing teams to finalize their drafts. After discussion it was agreed: the Portal will be unlocked. Individual writing teams will begin working on the most recent documents in the Portal. Writing teams will continue to track comments in Google Docs. Major revisions to a Standard will be posted to Google docs.</p>
6.	<p><b>Accreditation Web Page (update)</b>  Ted Wieden explained that he is working with the Marketing and Communication Office about revising the accreditation page. Ted shared a quick draft. A suggestion was made to include a graphical representation of the accreditation timeline and a graphical history of DVC accreditation. The accreditation link will be included on the home page and will be larger and more centrally located. The library staff and the Distance Education Committee will test the links.</p>
9.	<p><b>Spring 2014 Meeting Dates</b></p> <ul style="list-style-type: none"> <li>• <b>January 9, 29, 2014</b></li> <li>• <b>February 5, 19, 2014</b></li> <li>• <b>March 5, 19, 2014</b></li> <li>• <b>April 2, 16, 2014</b></li> <li>• <b>May 7, 21, 2014</b></li> </ul> <p>The date of the visit will be included, October 6-9, 2014. It was agreed to delete March 19 and May 21 meetings. An agenda placeholder on visit logistics will be included for the remainder of the meetings. Not all meetings will involve the expanded group. A suggestion was given to invite guests to increase the vetting process.</p>

Next Meeting: January 29, 2014