

**Accreditation Advisory Group
Meeting Notes
March 5, 2014
3:00-5:00 p.m.
ATC 103**

Ted Wieden, John Freytag, Lindsay Lang, Mario Tejada, Becky Opsata, Laurie Lema, Peter Garcia, Andy Kivel, Ann Patton, Jeanie Dewhurst

1.	Agenda Review (Action) The March 5, 2014, agenda was accepted as presented.
2.	Announcements <ul style="list-style-type: none"> • Becky is reviewing the Standards and asking questions of the co-chairs. Once corrections are made she is returning that draft to the Standard committee for final feedback. She will review IIB last. • Mario is available on Tuesday/Thursdays to provide assistance on capturing evidence electronically such as screen shots and other computer assistance. • The target date for compiling into a single document is March 19. • There was an announcement and call for an administrative seat and a faculty seat on the Commission. Ted will let interested folks know of the deadline to apply. • There is a student to serve on IIC. Becky will send the name of the student who is serving on the Tutoring Advisory Committee to the ASDVC Executive Board for approval.
3.	Approval of February 19, 2014 Meeting Notes The February 19, 2014, meeting notes were accepted as presented. Ted shared that he has made all suggested changes to the previous recommendations.
4.	Preparing the College for the Visit It is time to generate buzz about the visit. Peter and Ted will be attending the April 15 SRC division meeting to talk about what to expect. Peter pointed out that there is dialogue. There are conversations asking if IT is getting better and questions about facilities. Peter asked if these conversations are aligned with the self evaluation. A deeper look may be needed with integrated planning, SLO assessment, and program review. A good part of DVC's story is everything has its roots in Show Cause. It was agreed that there will be an internal executive summary. The summary will include a paragraph on the process, two lines on each of the previous recommendations and about 100 words on each Standard. Managers and faculty leads will take the executive summary to their departments. A suggestion was given to have a focused workshop at Job Links on the three colleges' self evaluation reports. Pete will bring the topic of IT assistance for the visiting teams in Cabinet.
5.	Reading Assignments (Introduction, ERs, and Policies) Ted asked for feedback on the introduction, ERs and policies. John asked to have the data reworked in the introduction to make it easier to read. The Distance Education Committee will decide what data on DE will be used in the introduction.
6.	Setting a Deadline for Evidence March 31, 2014, is the deadline for all evidence.
7.	Coordinating Calendars to Expedite the Review Process AAG members reviewed a calendar of April and May to coordinate the approval of the self evaluation report. The report will be ready for constituent feedback on April 21. Feedback will be for accuracy and grammar only. It was agreed there will be a signing

	ceremony after the May 12, 2014, College Council meeting.
8.	Report from ALO on Recent Training Workshop Ted and Rachel went to ALO training last week. He shared some changes to the DVC home page to comply with Federal regulations. The program improvement plans/learning outcomes are now shown on the DVC website. The student complaint page has been moved so that it is 'one click from the DVC homepage' and a link has been added so DE non-resident students can complain in their home states. The governance page is in development.
9.	ACCJC Annual Report Ted explained about the requirements for the college's annual report. The annual report and the fiscal report are due to ACCJC on March 31, 2014. Peter would like to meet with Lindsay and Mario before the visit to have a better understanding on assessment and learning outcomes. Ted has no concerns about the annual report.
10.	Review Proposed Changes to ACCJC Policies Tabled. DVC's president and the CCCCDC Chancellor's comments are to remind the Commission that if the monitoring process takes more effort than teaching there needs to be a re-evaluation on self evaluation.
11.	Review Proposed Changes to ACCJC ER's and Standards Tabled.

Next Meeting: April 2, 2014