

**Accreditation Advisory Group
Meeting Notes
April 2, 2014
3:00-5:00 p.m.
ATC 103**

In attendance: Ted Wieden, John Freytag, Fernando Reyes, Becky Opsata, Laurie Lema, Newin Orante, Jeanie Dewhurst, Andy Kivel, Ann Patton

1.	<p>Agenda Review (Action) The meeting began at 3:05 p.m. The April 2, 2014, agenda as accepted as presented.</p>
2.	<p>Announcements</p> <ul style="list-style-type: none"> • Welcome Fernando Reyes, ASDVC representative Fernando introduced himself. Advisory group members are happy to have him on the committee. • Laurie Lema shared a couple of State wide Faculty Senate resolutions on accreditation. Laurie will talk with Ted to get his position on the resolutions. • Ted is proposing that Friday, 4/11, be the deadline to accepted any major changes to the report. Any major additions after that will be tracked and available for team members when they come in October. Ted will email writing groups of this plan.
3.	<p>Approval of March 5, 2014 Meeting Notes The March 5, 2014, meeting notes were accepted as presented.</p>
4.	<p>Status Report from Becky Opsata (Handout) Becky explained that the final draft of the report is about completed. She walked AAG members through the final needs from each section of the report. The report should be about 500 pages.</p>
5.	<p>Review Introduction Online – Responses from AAG members Committee members reviewed the introduction section of the self evaluation report and suggested changes. Becky will make changes to the headings. There will be a one-line parenthetical explanation of the online success rate numbers. Becky and Ted will beef up ER 19.</p>
6.	<p>Update on Actionable Improvement Plans (Handout) At this point, there are seven actionable improvement plans. The college is currently working on a program review for small integrated programs. It was agreed to pull the recommendation on the GELs/ILOs assessment methodology. Laurie, Ted, Kim Schenk, and Rachel Westlake will work with Mario and Lindsey on a quick preliminary assessment effort. It was agreed to add an improvement plan in IIIB to respond to issues about planning, maintaining, and assessing the effective use of facilities. Ted will work with John Nahlen about the creation of a comprehensive facilities evaluation process. After discussion, it was agreed to add an addition improvement plan in technology tied into improvements, support, performance, and the satisfaction level. Ted will create a draft of actionable improvements and forward to AAG members for feedback. Once AAG approves the list, it will be forwarded to the writing team co-chairs for review. The college</p>

	community will then review.
9.	<p>Status of Gathering Evidence</p> <p>Ted reported on the gathering of evidence for each Standard. A few areas are still missing some evidence. The next step will be to validate the evidence. It was suggested to have the writing teams review different Standards (not the one they wrote) to check and ensure that the evidence as cited is correct both in the text and in the evidence files.</p>
10.	<p>Plan for Visiting Team</p> <ul style="list-style-type: none"> • Posters – will be posted around September 1, 2014. • Glossary – Ellen Kruse is writing a glossary • Executive summary – Becky is going to start working on this. <p>Peter will work with Chrisanne Knox to get the college values and strategic directions posters changed around camps.</p>
11.	<p>Review Changes to ACCJC Policies</p> <p>Postponed</p>
12.	<p>Review Changes to ACCJC Standards and ER's</p> <p>Postponed</p>

Next Meeting: April 16, 2014