

**Accreditation Committee**

November 18, 2017

10:00 am – 2:30 pm

**Los Angeles City College**

Science and Technology Building (SCI) Room 324

(near Willow and Vermont)

AGENDA

**Members Present**: Ginni May, John Freitas, Irit Gat, Deborah Wulff, Misty Burruel, Christy Karau-Magnani

**Zoom:** Deborah Wulff

**Members Absent**: None

**Guests**: Steve Reynolds, Lorraine Slattery-Farrell

1. Select note taker – Misty Burruel
2. Approval of Agenda - Approved
3. Approval of minutes from 11-14-2017 - Approved
4. Announcements:
	1. Misty Burruel will not be able to attend the Accreditation Institute but will help with preparing for the Accreditation Institute and Accreditation Committee work following the Institute.
	2. Deborah Laffranchini will no longer be able to serve on the Accreditation Committee.
5. Accreditation Institute Planning
	1. Accreditation Check List in preparation for the Accreditation Institute:
		1. Committee is considering using the same Accreditation Institute announcement online with some minor edits to re-advertise the upcoming Institute.
		2. Steve clarified that the training sessions will be referred to as “New Peer Reviewer Training”. Ginni will make edits to the 2018 Accreditation Institute announcement.
	2. Breakout Sessions
		1. At the October meeting of the California Community Colleges Curriculum Committee (5C) Stephanie Droker indicated an interest in working with the CTE Leadership Chair Lorraine Slattery-Farrell on creating a form for substantive change applications related to CTE Strong Workforce so that ACCJC is not a barrier to having nimble, responsive curriculum at local colleges. Lorraine Slattery-Farrell will attend our Accreditation Committee meeting to explore possibilities of adding this to a breakout session at the Accreditation Institute. Programmatic Accreditation for Career Education – Lorraine and Stephanie Droker will take the lead on this and Stephanie will be able to address the subchange.
		2. IEPI
		3. Facilitators/Presenters – assignments, responsibilities – Presenters and facilitators will need to provide draft titles and descriptions by December 13, 2017 to Ginni May. Any recommendations for presenters and facilitators should be presented to Ginni.
	3. General Sessions
		1. Committee will review the breakouts and determine who should present and then recommendations will be presented to ASCCC President, Julie Bruno who will make the final decision.
		2. **General Session 1:** Steve clarified the importance of the QFE Breakout, which emphasizes continuous quality improvement.
		3. **General Session 2:** Elumen will have a 5-minute presentation and then the ACCJC VPs will discuss the What’s New with Accreditation.
		4. **General Session 3**: Presenters have been identified for the Compton College Story.
	4. Strands – edited to read as follows:
		1. ACCJC Standards
		2. Regional and Programmatic Agencies in Addition to ACCJC
		3. Continuous Quality Improvement
		4. Peer Review
	5. Goals - Goals will be modified for consistency and format and each breakout will provide an outcome.
	6. Pre-session
		1. Description was edited from “New Evaluator Training” to “New Peer Reviewer Training”.
		2. Ginni will provide the “Welcome” during General Session 1 and go over the logistics, introduce Executive Committee, and Chancellor’s Office.
	7. Logistics: John and Irit will arrive Wednesday evening to assist Ginni with setup, and participate the next day in the New Peer Reviewer session. The Accreditation Committee will meet for dinner on Thursday night in preparation for the Institute. Committee members should plan to stay until 11:30am on Saturday.
	8. Other…: Committee suggests that Guided Pathways be addressed within Standard IV and planning efforts. Steve Reynolds would like to include in the Accreditation Institute an appreciation page with a list of all of the faculty that have served on visiting teams for the past year, as a “thank you” and special recognition of their hard and valuable work.
6. Presenters/Facilitation – Ginni will provide a list of the names of presenters and facilitators. Facilitators will be responsible for ensuring that content is organized and clear; if presenter needs a phone meeting then facilitators will setup up; Assist with a PowerPoint; make sure there is a computer ready for the projector; Facilitators also maintain content continuity. The ASCCC President will make final approval of all presenters.
7. Rostrum Articles: The committee will need to write a Rostrum article about the disaggregation of Learning Outcomes assessment data. In the spring, this committee will be charged with doing this. After the Institute, a Rostrum will be written on faculty serving on accreditation teams.
8. S17 9.01 [Update to the Existing SLO Terminology Glossary and Creation of a Paper on Student Learning Outcomes](http://www.asccc.org/resolutions/update-existing-slo-terminology-glossary-and-creation-paper-student-learning-outcomes-0). Christy volunteered to serve on this project.
9. Action Items (below)
10. Upcoming Events (<http://asccc.org/calendar/list/events>)
11. Future Meetings
* November 28, 2017, 4:00 pm, CCC Confer
* December 12, 2017, 4:00 pm, CCC Confer
* January 22, 2017, 4:00 pm, CCC Confer
* Set up spring 2018 meetings – The committee will meet on the 2nd Tuesday at 4pm. Ginni will send the dates to the committee
* Committee will consider using Zoom in lieu of CCC Confer with the advantage of sharing documents.
1. Adjourn – 2:27 pm

**Status of Previous Action Items**

1. **In Progress** (include details about pending items such as resolutions, papers, *Rostrums*, etc.)

**ASCCC Resolutions**

S15 2.01 [Disaggregation of Learning Outcomes Data](http://www.asccc.org/resolutions/disaggregation-learning-outcomes-data)

Research has been completed and presented at the ACCJC Conference in April 2017 and Spring 2017 Plenary Session. An annotated bibliography was provided to the Academic Senate and the ASCCC Foundation as part of the SLO Disaggregation project funded by the Foundation. 2017 - 18: Research was presented at the ACCJC 2017 Partners in Excellence Conference. Committee will hold off on I.B.6 until we hear back from ACCJC in January 2018. There could be a Rostrum to give an update on Disaggregation of Learning Outcomes Training, 2.01.

S15 2.02 [ACCJC Written Reports to Colleges on Sanction](http://www.asccc.org/resolutions/accjc-written-reports-colleges-sanction)

2017 - 18: The CCCCO Workgroups 1 and 2 have been involved in recommending many changes. An update will be presented at the Accreditation Institute.

F16 2.01 [Local Recruitment and Nomination Processes for Accreditation Teams](http://www.asccc.org/resolutions/local-recruitment-and-nomination-processes-accreditation-teams)

2017 - 18: There will be a New Evaluator Training for Faculty at the Accreditation Institute Pre-session. In addition, a Rostrum article will be written to address the processes following the Accreditation Institute.

S17 9.01 [Update to the Existing SLO Terminology Glossary and Creation of a Paper on Student Learning Outcomes](http://www.asccc.org/resolutions/update-existing-slo-terminology-glossary-and-creation-paper-student-learning-outcomes-0)

2017 - 18: The Chairs of the Curriculum and the Accreditation Committees are in the process of identifying committee members to serve on a task force to update the SLO Glossary and create a paper on Effective Practices for Student Learning Outcomes Assessment.

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| **Strong Workforce Recommendations** |  |  |  |  |  |  |
| **Timeline** | **Goal** | **Current Positions** | **Action** | **ASCCC Committee Involvement** |  | **Comments** |
| TBD | 9. a. Engage employers, workforce boards, economic development entities, and other workforce organizations with faculty in the program development and review process | 7.05 S14 Research Tools for Program Review; 13.02 F12 Redefinition of Student Success; 21.02 S12 CTE Program Review | Co-develop | CTE LC AAC Curriculum (EDAC)  | High | 2017 - 18: Committees chairs to recommend to the president how to implement this recommendation. Resolution 21.02 S12 should be part of this conversation.  |
| TBD | 9. b. Promote effective practices for program improvement (retooling) and program discontinuance based upon labor market data, student outcomes and input from students, faculty, college staff, employers, and workforce partners. |  | Develop | Ed Pol, AAC, and Curriculum | High | 2017 - 18: Ed. Policies to lead the conversation. Committee chairs to recommend to the president how to implement this recommendation. Chairs might consider exploring the development of a PDC Module using the ASCCC paper on program discontinuance. The Ed Pol might also be able to touch on some of recommendation in the upcoming on Educational Program Development.  |

**Papers/Rostrums**

* S17 9.01
* F16 2.01
1. **Completed** (include a list of those items that have been completed as a way to build the end of year report).