ACADEMIC SENATE
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Accreditation Committee
January 24, 2022
12:30pm – 1:30pm

ConferZoom
Join from PC, Mac, Linux, iOS or Android:
https://yccd-edu.zoom.us/j/8326191425

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Meeting ID: 832 619 1425

AGENDA

Members Present: Christopher Howerton (chair), Carrie Roberson (2nd), Laura Adams, Jeff Lamb (CIO Rep.), Jamar London, Alicia Lopez, Robert Steinberg, Van Rider, Kevin Bontenbal (ACCJC)

Members Absent:

Guests:

1. **Committee Procedural Items:**
   - Approval of Agenda
   - Minutes taken by Carrie Roberson
   - Approval of minutes –done via email
   - Spring meeting schedule for committee

2. **ACCJC and CIO Liaisons Check-In**

3. **Debrief from "final read and approval" of draft AI program by ASCCC Executive Committee (1/7/2022) – Howerton & Roberson**

4. **Accreditation Institute Planning** <u>Dates:</u> February 25-26, 2022; <u>Location:</u> Virtual Format

- **Accreditation Institute Development Timeline (Information)**

Month	Activities
October 2021	• Program outline due October 15, 2021 outlining partnership with ACCJC to Executive Committee for first reading at November Executive Committee Meeting. This draft includes topics for posting on the website so that possible participants have an idea about the institute direction. This draft will should also be fully developed with descriptions for approval by the Executive Committee.
November 2021	• Program due November 15, 2021 for second reading at December Executive Committee Meeting. This draft will be fully developed with descriptions for approval by the Executive Committee
December 2021	• Presenters list due to Krystinne and Dolores by December 16, 2021. • Program due December 16, 2021 for final reading at January Executive Committee Meeting. This draft will be fully developed with descriptions for approval by the Executive Committee
January 2022	• Final Program to Krystinne by January 10, 2022. • Program to Events Team and Visual Designer January 18, 2022. • All hotel rooms requested by January 23, 2022. • AV and Onsite Event Supply needs to Tonya by January 31, 2022. • Final program to printer January 31, 2022.
February 2022	• Materials posted to ASCCC website February 11, 2022.

5. **Draft Program Development**
   - Link to Approved Program
   - COMMITTEE DISCUSSION:
     - i. Finalize Committee assignments to sessions
     - ii. Discuss formal communication to presenters
     - iii. Next steps

6. **Announcements – Information/Discussion**
   - Update to ASCCC Website/Committee pages
   - Next ASCCC Executive Committee Meeting, Feb 4-5, 2022
   - Part-time Faculty Institute, February 10-11, 2022 (Virtual)
   - Legislative and Advocacy Day, February 23, 2022 (Virtual)
   - Accreditation Institute, February 25-26, 2022 (Virtual)

7. **Committee Meetings (Spring 20222): - All meetings from 12:30pm-1:30pm**
   - January 24, 2022
   - February 14, 2022
   - March 21, 2022
   - April 18, 2022
   - May 16, 2022

8. **Committee Next Steps and Adjournment**

A. **In Progress –**
   a. Working with event staff to finalize institute planning/ program

B. **Completed –**
   a. Crafting Accreditation Institute Marketing Blurb
   b. First draft Institute Program presented to ASCCC Exec Nov. 3
   c. Theme and structure for institute approved
   d. Second draft Institute Program presented to ASCCC Exec Dec. 4
   e. Third and final daft of Institute Program presented and approved by ASCCC Exec. Jan. 7
   f. Secured key note speaker and partnership presenters