

MINUTES
ACCREDITATION & STUDENT LEARNING OUTCOMES COMMITTEE
MAY 14, 2012
9:30 A.M. – PRESIDENT'S CONFERENCE ROOM

ATTENDEES: Haragewen Kinde; Dena Peters; Diane Dusick; James Smith; Jeremiah Gilbert; Kay Weiss; Celia Huston; Cory Schwartz; Larry Buckley; John Banola.

Opening: The meeting began at 9:37 a.m.

Selection of Standard Chairs and Make up Supporting Members—Finalize: Haragewen Kinde reviewed the latest update of the list of committee chairs and co-chairs, including classified staff: Casey Thomas, Christie Gabriel-Millette and Dena Peters.

2012-2013 Institutional Reports on SLOs—Information Gathering Process—Template for Deans: Haragewen Kinde reviewed the dean's final template created from the department template. Discussion ensued on using the executive summary (annual report) to capture data for the accreditation report the committee will be developing. It was suggested to have 5th week academic senate meetings to be dedicated for SLO dialogue/accreditation topic items.

Further discussion ensued on how the campus can find a way to dialogue regarding core competencies, SLOs, strategic initiatives, and develop an action plan for future activities.

Haragewen Kinde and Celia Huston will meet to finalize the dean's document for the SLO summary.

Discussion ensued on how to get input from faculty. In addition, Celia Huston suggested getting student participation and feedback for future surveys.

Planning for Accreditation 2014—August and September Dates—Update: Haragewen Kinde gave an update on the training date for the committee, chairs and co-chairs. We are still waiting for the final list of committee assignments so we know who all is assigned to the accreditation committee.

Standards Training: Training is scheduled for **Thursday, August 9, 2012, from 9 a.m. to 12 noon.** She requested use of the **Professional Development LA-202** for this training. There will be a continental breakfast.

There will also be summer reading assignments in order for the committee to get familiar with the following documents:

- 2008 Institutional Self Study
- Evaluation Report
- Mid-Term Report
- SBVC Follow-up Report, Oct 2010

- Guide to Evaluating Institutions (ACCJC)

Links to the above documents have been provided via email from Haragewen Kinde. She also recommended committee/standards committee members focus on their particular portion of the evaluation standard to which they have been assigned.

Haragewen Kinde has been in contact with ACCJC and they indicate that we are on target with accreditation planning.

The plan is to finalize the SLO report at our August 23rd committee meeting.

ACCJC—October 5, 2012: Haragewen was also able to request that ACCJC use SBVC as the local area training host site. ACCJC will send a representative to provide training, and we anticipate 75-80 people to attend. Haragewen and Dena Peters will work on the details for this event.

Dr. Smith—Accreditation-Related Evaluation: James Smith distributed and reviewed handouts on data available to the accreditation teams as they begin the writing process and responses to the various surveys that have been recently completed by classified, faculty and management staff. He mentioned there are several surveys to be done in the summertime, and the committee suggested adding the seven questions (from accreditation) into the surveys that are coming up. James will be able to pull out the comments, specifically for SBVC. He said the committee can send him emails if they have any comments or questions (jasmith@sbccd.cc.ca.us). It was also noted by the committee to include “quantitative reasoning” for survey input and feedback.

Discussion ensued on having campus-wide meetings, and asking the campus community what is important to them and tie into the core competencies. He mentioned that the strategic initiatives are indirectly linked and that he will work with the committee to make sure the goals in the strategic initiatives are directly related to the accreditation standards, SLO's and core competencies as much as possible.

Other: Feedback was given to faculty member, John Banola, on completion of 2012-13 SLO document.

Next Meeting: The next meeting is **Thursday, September 13, 2012, 1:00—2:30 p.m., location to be determine (TBD).**

PLEASE MARK YOUR CALENDARS!

Meeting Dates:

<u>Apr 23</u>	first meeting ✓
<u>Apr 30</u>	next meeting ✓
<u>May 7</u>	goal to have selected chairs ✓
<u>May 14</u>	last meeting ✓
Aug 9	Training date
Aug 23	first meeting for fall

Sep 13	Meeting date
Sep 27	Meeting date
Oct 11	Meeting date
Oct 25	Meeting date
Nov 8	Meeting date
Nov 22	Meeting date
Dec 13	Meeting date

The meeting adjourned at 11:00 a.m.

Minutes prepared by Dena Peters.