

**ACCREDITATION & STUDENT LEARNING OUTCOMES
COMMITTEE – FEBRUARY 12, 2015**

MINUTES



**Members
in
Attendance**

Horace Alexander
 Algie Au
 Corrina Baber
 Susan Bangasser
 Gloria Fisher
 Jeremiah Gilbert
 Tarif Halabi
 Kristin Hauge
 Rick Hrdlicka
 Celia Huston
 Jack Jackson
 Guests: Elaine Akers; Christie Gabriel-Millette; Paula Milligan

Haragewen Kinde
 Kenneth Lawler
 Albert Maniaol
 Ricky Shabazz
 James Smith
 Scott Stark
 Cassandra Thomas
 Kay Weiss
 Gabriel Jaramillo
 Wallace Johnson

SBVC provides quality education and services that support a diverse community of learners.

Topic

Discussion and Action

Approval of Minutes—January 22, 2015

Minutes were reviewed by committee members present. Horace Alexander motioned to approve the minutes; Albert Maniaol 2nd the motion. Approved as written by general consensus.

- ACCJC Action Letter to SBVC**
- **College Recommendation 1**
 - **Status Report**
 - **Follow-up Report**

Celia Huston reviewed a presentation on this topic along with the recent email Jeremiah Gilbert sent to the campus providing an in-depth meaning of the warning given to the campus.

To highlight the College Recommendation I, she mentioned that the committee was aware of the deficiencies and expected some type of recommendation. This was also discussed at the exit interview during the accreditation site visit. She also noted the third-party comments. Referencing College Recommendation 1, it was noted that we went from 22% to 82% complete on PLOs. Applied Tech has more degrees and certificates than the rest of the campus, started with this division to complete outstanding documentation. The SLOCloud will align courses to PLOs for ongoing assessment, and PLO data will be evaluated at least once every three years and used for continuous quality improvement (CQI). Coming from the external evaluation report, which highlighted what the self-evaluation stated our process is functioning well and appears to be well established, and that we have a clean plan for complying with Standard II related to learning outcomes, we are confident that we will reach our goal of 100% completion.

Haragewen Kinde said we are on target and PLOs will be at 100% by the end of spring semester 2015. Celia said as far as SLOs, we have come a long way considering we started with not much and put a system together.

<p>Con't</p> <p>ACCJC Action Letter to SBVC</p> <ul style="list-style-type: none"> ○ College Recommendation 1 ○ Status Report <p>Follow-up Report</p>	<p>A handout was distributed to the committee on a summary of ACCJC actions on institutions. Celia highlighted the various institutions in relating to being given warning and later reaffirmation. The handout showed the different recommendations to resolve deficiencies comparing other colleges who fell under the same evaluation as SBVC.</p>
	<p>On the follow-up report, what do we do to ensure the district does their follow-up? Gloria Fisher said we need to work together with the district:</p> <p>Some thoughts and ideas shared around the room:</p> <ul style="list-style-type: none"> • District system and the way they interact with the colleges. • Hearing loud and clear what ACCJC has recommended • HR needs to do their job • What can we do? • Continue to make our voices heard and not assume things are going as they should. • Gloria Fisher said there will be more information at the forum. <p>Kay Weiss mentioned that it seems that the district is pushing back on the college. Discussion ensued on how we make sure the board is aware that it is the district that is causing the issues and not the college. Maybe working with HR to explain to the board where we are and project where we will be in March 2016. Each area is supposed to report their specific issues. We would like to have the district's plans addressed back to the college.</p> <p>Further discussion ensued on what is being written in the papers blaming faculty. Referenced recent press release from the district. What is the message that we need to take forward to the district. Feedback from the committee: They should ask us.</p> <p>Gloria Fisher will be meeting with the district and should have more detailed information at the next accreditation committee meeting.</p> <p>Celia highlighted the agenda item and in reference to how to make accreditation an ongoing process?</p> <ul style="list-style-type: none"> • Address recommendations to resolve deficiencies • Address recommendations for improvement • Address actionable planning

<p>Planning for the Mid-Term Report</p> <ul style="list-style-type: none"> ○ Actionable Improvement Items ○ College Recommendations for Improvement 	<p>Discussion Items:</p> <ol style="list-style-type: none"> 1. Outline ongoing things that we need to be doing. 2. Form subcommittees to look at things? We can always break the cycle and have a few more meetings. 3. Looking at the institution standards or core comps and campus dialogues, schedule some and look are specific areas. 4. Having a cycle of continuous quality improvement. 5. Could get reports from different committees. 6. Not only assessed, but what do we do with it? 7. Now a good time to look at the new standards, look at any gaps and start to plan and address them now. 8. Create and maintain a database <p>One thing about being put on warning is you have to do something.</p>
<p>New ACCJC Standards</p>	<p>Celia proposed to review with the committee the new standards adopted in June 2014 with the cross-walk and glossary. The new standards will realign our committee current structure. Ref. the accreditation website, something to discuss in the future.</p> <p>Brainstormed ideas:</p> <ul style="list-style-type: none"> • Work on standards individually (or substandard committee) • Do this now as a past practice and not just for accreditation self-evaluation. • Can start the subsection at next meeting. • What did we learn on the new standards (can report back to the committee). Example: who will handle the review of the mission statement? • Making sure the district is doing what they need to do. • Maybe we need a representative from district to attend our meetings (Chancellor or designee)? • Take local ownership vs. what happens at the district. • We need to have a voice here and that the board understands what we are doing. • We can start with the board on the recommendations at the board level--communication, dialogue, and training. <p>Summary of discussion:</p> <ol style="list-style-type: none"> 1. College recommendation: By March 16, 2016. We are on track to have done by end of the spring semester 2015. 2. Better opportunity for communication at the district, invite a representative to attend meetings and make sure deficiencies are addressed. 3. Look at accreditation standards cross-walk; those are the areas that need to be addressed.

	<p>4. Mid-term report coming up. 5. Keep the process going on a sustainable process? 6. District to take more ownership on issues addressed to tem and not blaming the campus.</p> <p>Further discussion ensued on following protocol to ensure the board receives training on accreditation, e.g., Chancellor reports to the board, represents the board, and getting him to report to the board. What is the best approach? The president was appointed this task, and will be on next meeting’s agenda to report back.</p>
<p>Other:</p>	<p>Discussion ensued on the need to appoint a chair and the committee agreed that they would Celia Huston to continue as the chair for the accreditation committee, if she wanted to. Celia agreed to stay on as the committee chair.</p> <p>Haragewen Kinde noted that the one-page data sheet for SLOs is ready to go out to departments as we begin a new three-year cycle.</p> <p>Celia noted that she has the assistance of a federal work study student loaned to her from Research and Planning to help with the SLO updates that are outstanding.</p> <p>Kay Weiss suggested starting the SLO completion process with what is current and working backwards. Discussion ensued on the current cut and paste process as it takes more effort to go backwards when we need to move forward. Unless there is a need to absolutely cut/paste, and would better utilize the help of the FWS help and do a more efficient job.</p> <p>Discussion ensued on providing training on the SLO Cloud through Professional Development.</p>
<p>Next meeting:</p>	<p>February 26, 2015, 1:00-2:30 p.m. All meetings will be held in the President’s Conference Room, ADSS-207, unless otherwise noted.</p>