

**ACCREDITATION & STUDENT LEARNING OUTCOMES
COMMITTEE – SEPTEMBER 24, 2015**

MINUTES



**Members
in
Attendance**

Horace Alexander
 Susan Bangasser
 Gloria Fisher
 Jeremiah Gilbert
 Tarif Halabi
 Kristin Hauge
 Rick Hrdlicka
 Celia Huston
 Gabriel Jaramillo

Haragewen Kinde
 Kenneth Lawler
 Albert Maniaol
 Sarah Miller
 Ricky Shabazz
 James Smith
 Scott Stark
 Kay Weiss
 Kay D Yarbrough

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

Topic	Discussion and Action
<p>Approval of Minutes—September 10, 2015</p>	<p>Minutes were reviewed by the committee. Kay Weiss motioned to approve the minutes with corrections; Gabriel Jaramillo 2nd the motion. Approved by general consensus.</p>
<p>Board PPT</p>	<p>Celia Huston reviewed a mark-up of the PPT from the last meeting, and included ADHOC committee and community input. She is working with Crafton for a combined report, and having a good working relationship through this process. There are six recommendations—the first draft was a lengthy first draft and we have made it a shorter version with the ppt. This is a fact based presentation of what actions have taken place. The facts are laid out, and we still have yet to put in an analysis feature.</p> <p>Celia said we are looking at putting in page numbers for easy reference. Processes have been put in place they are to be completed or evaluated. Where do we want to sequence the responses. Add in space for comments. Discussion ensued on the survey.</p> <p>On the first draft, we have noted what actions have taken by both campus and district to resolve deficiencies. We want feedback from the campus and district, so that before the analysis is written, we will have data and feedback from the campus. We don't want this to be only our (the committee's) interpretation, but campus wide with data to write the report. Discussion ensued on small groups of people who disagree or a campus-wide issue. Celia said the survey will show that and the report will reflect this.</p> <p>James Smith raised further discussion on broad-based or small vocal group, an example was given and more discussion. Finding ways to encourage people to take the survey, anonymity, how to get a level and balanced response to the survey.</p>

	<p>Discussion ensued on how to limit the survey for completion, in order to get good responses and rate by group or look at corporate, full-time, part-time. The survey is going to the campus and district, what about CHC?</p> <p>Celia Huston reviewed the draft survey with the committee which will describe resolution of deficiencies, how the District plans to resolve, status of resolution, in progress, not fully resolved. We will verbally update on the day of the presentation. Discussion ensued on what language is going to be used for the survey and on knowing the topic of the survey. The importance of the report being read prior to completing the survey. What to expect in terms of responses.</p> <p>Haragewen Kinde said we have done everything we can to be inclusive, everyone will be given a chance to be involved.</p>
<p>Draft of Follow-up Report</p>	<p>Celia Huston said there will be a second draft and the feedback also. A snapshot of where we are as of his afternoon. First draft based on feedback from the last meeting, keeping strictly to the facts. Left in what committee identified on deficiencies and what they thought should be done. Handout to everyone.</p> <p>The question now is how do we proceed? Read now and discuss? Read later, and come back? Assign sections? Policy review framework.</p>
<p>Draft Feedback Survey</p>	<p>Celia Huston met with James Smith on how to construct the survey. Discussion ensued on positions at district level, ref. pg. 11, restructuring of Human Resources, and review of employees hired, ref. pg. 12, along with reorg chart. Where was the collegial process? Committee believes it would help them to see how these new positions worktogether. Need to focus on and address the recommendations in the follow-up report. We'll put in the pages numbers for reference, and add spaces for comments. Processes have been put in place that are yet to be completed or evaluated. Celia will put together a draft to discuss at the next meeting. Discussion ensued on various ways to develop the survey, online, paper, open forums. Haragewen said the goal is for the draft to go out the first week in October. More discussion on issues and suggestions. The draft report will first go out to the campus for review and the survey will follow afterwards.</p>
<p>Other:</p>	
<p>Next meeting:</p>	<p>October 8, 2015, 1:00-2:30 p.m. All meetings will be held in the President's Conference Room, ADSS-207, unless otherwise noted.</p>