

**ACCREDITATION & STUDENT LEARNING OUTCOMES  
COMMITTEE – NOVEMBER 12, 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**

**Approval of Minutes—**

- **October 21, 2015**
- **October 8, 2015**
- **September 24, 2015**

Pending minutes were reviewed by the committee:

October 21, 2015—Kay D Yarbrough motioned to approve the minutes; Gabriel Jaramillo 2<sup>nd</sup> the motion. Minutes approved as written.

October 8, 2015—Kay Weiss motioned to approve the minutes; Terry Halabi 2<sup>nd</sup> the motion; minutes approved as written.

September 24, 2015—Kay Weiss motioned to approve the minutes; Terry Halabi 2<sup>nd</sup> the motion; minutes approved as written.

**Overview of Survey Results & Themes**

Celia plans to meet with the district next week on the various recommendations for the district. We continue to resolve defficiencies. On the survey results, there were 85 respondents. She also went to open forums and met with 15-20 people who responded. Documents received from CSEA additional respondents. This will help to identify themes that addressed the deficiencies.

Below is a list of discussion items and topics raised.

College and District Recommendation #1:

Discussion on specific examples to pull together and evidence to report going forward.

District Recommendation #2:

- A manual is important for the campus to see how polices are interpreted and followed.
- A cycle of continuous improvement, what is the cycle?
- New processes, evidence that changes improve the process.
- How many evaluations being done?
- Estimated cycle of getting evaluations back, 100%?
- Evidence that district evaluations are being completed.
- Data gathering for the next meeting.
- AP that outlines evaluation of interim managers
- Discussion on classified evaluations, when are they evaluated? (April)

	<ul style="list-style-type: none"> <li>○ District manual of actual deadlines and compliance of processes addressed in new AP/BP, including probationary classified employees.</li> </ul> <p><u>District Recommendation #3:</u></p> <ul style="list-style-type: none"> <li>○ Discussion on staffing plans from other colleges.</li> <li>○ Are there opportunities to improve by the time we finish the report, any thoughts?</li> <li>○ Budget decisions being made by chancellor’s cabinet, what is the point of the district budget committee? What is the process?</li> <li>○ Discussion ensued on ongoing evaluation of RAM model and transparency for classified staff.</li> <li>○ Attend CSEA meetings.</li> <li>○ Transparency not limited only to budget information.</li> <li>○ What is the plan of evaluation of these models and what happens if changes need to be made?</li> <li>○ Doesn’t address our local budget committee (may not want to address).</li> <li>○ Is there a representative from the college committee on the district committee, other than Scott Stark?</li> <li>○ Improve transparency, have person from campus report back to the council, what information is being brought back?</li> </ul> <p><u>Question on Recommendation #1:</u></p> <ul style="list-style-type: none"> <li>○ There is no evidence that the work is taking place, review comments. Discussion on shared governance.</li> <li>○ Discussion on culture of reliability and separate feedback from CSEA.</li> <li>○ CSEA feedback review.</li> <li>○ Was there any feedback from students? (G. Jaramillo never received the email.)</li> </ul>
<p><b>Follow-up Report Timeline</b></p>	<p>Haragewen Kinde explained proposed timeline for follow-up report.</p> <ul style="list-style-type: none"> <li>○ January 19—Document to the campus</li> <li>○ January 20—Document needs to be at Chancellor’s [What our document looks like on January 20, is what is going to print. Division meetings, share at these meetings.]</li> <li>○ February 4—Board presentation</li> <li>○ February 25—First reading, to the various committees</li> <li>○ February 24—Ready to approve</li> <li>○ ?—2<sup>nd</sup> reading</li> </ul> <p>A more definitive timeline will be available at the next accreditation meeting.</p> <p>Looking into a forum during Flex Days in January.</p>
<p><b>Next meeting:</b></p>	<p>December 10, 2015, 1:00-2:30 p.m. All meetings will be held in the President’s Conference Room, ADSS-207, unless otherwise noted.</p>