

**MINUTES**  
**ACCREDITATION & STUDENT LEARNING OUTCOMES COMMITTEE**  
**APRIL 23, 2012**  
**9:30 A.M. – PRESIDENT’S CONFERENCE ROOM**

**ATTENDEES:** Susan Bangasser; Joan Beckey?; Larry Buckley; Diane Dusick; Jeremiah Gilbert; Celia Huston; Haragewen Kinde; Laura Leedah!; Dena Peters; James Smith; Kay Weiss.

**Welcome/Introduction:** The meeting began at 9:30 a.m. Haragewen Kinde opened the meeting with self-introductions around the room. Discussion ensued on outgoing committee members and those who will continue on. Dr. Kinde proposed to meet with the new members not in attendance.

**2012-2012 Institutional Reports:** Dr. Kinde distributed a handout of a tentative timeline for the 2012-2013 institutional reports on institutional status on student learning outcomes and assessment of learning. A handout of the report from ACCJC was also distributed. Dr. Kinde stated that the report will also be distributed at the department chair meeting. After dept. chairs complete SLO activities for 2011-2012, and will submit reports to their deans by graduation, and deans will submit report to VPI in June. She explained how the report will be disseminated (see timeline handout). Discussion ensued on the deadline date to submit by graduation.

A handout was distributed on college status report on student learning outcomes implementation. (See handout)

In completing the ACJC statement of learning outcomes report, each department will look for examples of evidence provide evidence to chairs, then to the division dean, then on to Dr. Kinde. We have four years of documentation, not just last year. The question was asked about SLO data, and the fact that we don't have a central database. It was noted that divisions should have the data. There is also the CTA issue whereby some faculty doesn't want to do SLOs. There is active engagement on this issue. The only area of recommendation from last time not demonstrated.

Model (ACCJD SLO Report): It was suggested the committee establish a model for people to look at, to see what information they need to provide. Dr. Kinde proposed we could develop a model to be shared with department chairs meeting on Friday.

Dr. Kinde said she would like to recommend we have Monday morning meetings for the next several weeks. Discussion ensued on this matter--many committee members have conflict with Monday morning meetings. Celia Huston addressed the subject of time constraints? The recommendation of developing a model was suggested. This is a good area to highlight for information at the department chair meeting. It was noted that the team (subcommittees) can meet as appropriate, and fill in on the regular meetings.

Four Accreditation Standards: A handout of the standards was distributed and discussion ensued on chairs and co-chairs for each standard. It was agreed by the committee members that we need 11 co-chairs. Dr. Kinde said she has a chart template she will share with the committee at the next meeting.

Areas of highlight:

1. Select a lead faculty to assist in completion of the ACCJC SLO report (Celia Huston?)
2. Model to develop (Diane Dusick and Kay Weiss)
3. Meet next Monday, and share feedback from dept. chairs
4. H. Kinde to meet with C. Huston later in the week.

**Planning for Accreditation 2014:** We are on target, 2-1/2 years to prepare the report. Basically, what we need to do is review the last reports, rollover and update, update SLOs. The standards have not changed. The committee members can read the last report (mid-term) as a reference. Dr. Kinde suggested we find the Word document of the accreditation report. A handout was distributed that outlined what will happen in the next 2-1/2 years as we prepare for the self study. Discussion ensued on the substantive report submitted March 2012, and still to be paid before it will be read. Payment to go out next month.

Debriefing Notes from 2008 Site Visit: A handout was distributed on “what we need to do next” from the last site visit, which will serve as a guideline for the current process.

**Next Meeting:** Dr. Kinde proposed meeting next Monday, April 30, at 9:30 a.m. We will have an assessment of the report, findings/strategies, team chart, and other agenda items as a result of the department chair meeting. A handout was distributed of draft accreditation committee meeting dates and times 2012-2014. Discussion ensued on Thursday meeting dates and conflicting schedules. Additional proposed dates for the remainder of the semester:

<u>Apr 30</u>	next meeting
<u>May 7</u>	goal to have selected chairs
<u>May 14</u>	last meeting

The meeting adjourned at 10:40 a.m.

Minutes prepared by Dena Peters.