

## Accreditation Steering Committee Meeting Minutes

September 16, 2015

Attendees: Patricia Bonacic, Dr. Keith Curry, Paul Flor, Dr. Essie French-Preston, Amber Gillis, Alice Hawkins, Dr. Phillip Humphreys, Dr. Rodney Murray, Dr. Abiodoun Osanyinpeju, Linda Owens, Barbara Perez, Rudy Ramos, Kendahl Radcliffe, Rachelle Sasser, Holly Schumacher, Dr. Jose Villalobos, Nikki Williams, Lillie Rodgers, Note Taker.

### I. Information Items

#### A. Compton Self-Evaluation Accreditation Timeline

Recognizes that we are doing a lot of things. Everyone must be on the same page. We are all part of a team. We are pushing the timeline through. Barbara Beno started with the presentation on Flex Day. A workshop was held on September 15, on writing the self-evaluation. We are meeting today and tomorrow there will be training from the Commission. The agenda for the meeting scheduled September 18, was discussed. The meeting on September 18 should be over by 1pm. Holly will send out invites to meeting. The style guide will be sent to all members. On Friday they will receive the manual and guide for evaluating an institution. The October team meeting will be held October 16. On November 13, College of the Canyons will do a presentation on gathering of evidence. When the meetings are held there will be time allotted for the teams to work with the presenters in the morning. The report should be completed by December 2016.

#### B. Agenda for Monthly Accreditation Team Meetings

The meetings should be adjourned by 1pm. On October 16, the presentation will be from 8:30 – 10:30. If they do not have laptops to use, please check with Rudy Ramos.

### II. Discussion/Action

#### A. Co-Chairs Roles, Responsibilities, & Expectations

It is very important that co-chairs understand their roles. Make sure that they schedule meetings, and push through the process. If

assistance is needed, please ask Holly Schumacher, Dr. Curry, or Barbara Perez.

**B. Status on Assessment of Standards Review**

Please provide feedback to the co-chairs for the assessments that have been completed. Please do so by the next meeting.

**C. Self-Evaluation Committee Membership**

Rio Medina and David McPatchell should be added to Standard 1A. Also, maybe add Jessica Sanchez or Joshua Meadows. El Camino members will not be at the Friday Monthly meetings. They are to be used mainly as a resource. Meeting dates and times should be provided as soon as possible. Faculty members who are on teams that have classes on Friday may need to be replaced. Vanessa Madrid is on two teams. She is on sick leave now. We should request students to serve on Standards II ABC, Standards, III BC, and Standard IV. It is critical to add students. Standard II B, remove Stefania Silvestri. Standard IIIB, remove Vanessa Madrid. Standard IIIC, remove Joanna Navarro.

**D. Findings and Evidence for Accreditation Standards**

The first to be submitted is a shell of the standard. Holly will provide the guide with bullet points and we will need to go through and list the evidence and a short description of how it will help to meet the standards. We need to keep it simple and as short as possible. The evidence should drive what we say. The guide will be sent out next week. Certain documents will be referenced over and over again. We must be consistent.

**III. Other**

Please don't hesitate to speak up if you have questions or concerns. We will be meeting once a month. Dr. Curry will be speaking with Clovis about the process. IEPI will be providing us with assistance also.

Lillie Rodgers, Note Taker