

Accreditation Steering Committee Minutes

November 18, 2015

Attendees: Dr. Keith Curry, Amber Gillis, Albert Jimenez, Felipe Lopez, Dr. Jeanie Nishime, Dr. Abiodun Osanyinpeju, Linda Owens, Estina Pratt, Rudy Ramos, Holly Schumacher, Nikki Williams, Note Taker, Lillie Rodgers. Absent: Trish Bonacic, Jerome Evans, Paul Flor, Dr. Essie French-Preston, Ann Garten, Christopher Halligan, Alice Hawkins, JoAnn Higdon, Dr. Phillip Humphreys, Sevana Khodagholian, Adrian Martinez, Elizabeth Martinez, Dr. Rodney Murray, Barbara Perez, Kendahl Radcliffe, Rachelle Sasser, Jean Shankweiler, Dr. Chelvi Subramaniam, and Dr. Jose Villalobos.

I. Information Items

A. Review Minutes from September 16, 2015

Thank Lillie Rodgers for the minutes.

B. Compton Self-Evaluation Accreditation Timeline

The goal is to stay one step ahead. Evidence outlines are due Friday. We are following the timelines. The workshops are a great help. The teams met on the 13th and they will submit the evidence on 20th.

C. Agenda for Monthly Accreditation Team Meetings

At the January 22, Friday workshop Bob Klier will be giving feedback as to what he's looking for in the narrative. Holly Schumacher will give feedback on the self-evaluation section and action plans included in the working meeting. February 19, Kevin Walter and Doug Houston will be the guest. The March 11, meeting will be a working session. The survey will be done in January.

D. Proposed Accreditation Visit Dates

The dates for the proposed Accreditation visit will be March 13, - 16, or March 6, - 9, 2017. Hopefully, 12 months from now the self-evaluation will be due.

II. Discussion/Action

A. Co-Chairs Roles, Responsibilities, and Expectations

All co-chairs should submit dates and times for spring meetings.

They should all meet at least one time outside of the Friday meeting dates. Be sure to submit dates and names of individuals who are not

participating. The participants should receive flex credit. Not all team members know what they need to do. There should be more communication from the Chairs. Look at the list, survey the last meeting, and contact missing members. We need to make sure that everyone stays current. It is time to clean-up list. Dr. Curry will be stepping in to insure that they stay on track. The criteria for dropping should be no participation, no material being written or submitted. If they are not doing anything they should be removed from the list.

B. Accreditation Team Member Participation

Again, it was stressed how important it was to have “working” team members. If members are not participating they should be removed.

C. Self-Evaluation Committee Membership

Same as above.

D. Review of Standard Narratives

The review will take place at the January meeting. For some it will be the first draft and others the second draft. We are not doing the summary yet. At this meeting Robert Klier will look at document. We will be asking for feedback from people in the area who have the background and expertise. Sometimes we need fresh eyes and a different perspective than the team leaders. Holly Schumacher and Dr. Curry will make decision regarding feedback and how to track changes. At the February meeting we will have the document proofed and invite Clover and Willow to speak.

III. Other

At the January or February meeting we will be giving gifts to team members. We will do an anonymous survey to see what we will be presenting to team members. It will not be money. Just a small token of appreciation for work done.

Next meeting February 17, 2016.

Lillie Rodgers, Note Taker

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