

## Accreditation Steering Committee Minutes

June 15, 2016, 2:00 – 3:30 pm

Attendees: Trish Bonacic, Dr. Keith Curry, Amber Gillis, Dr. Rodney Murray, Dr. Abiodun Osanyinpeju, Linda Owens, Eric Mendoza, Estina Pratt, Rachelle Sasser, Dr. Chelvi Subramaniam, Dr. Jose Villalobos, David Simmons, Lillie Rodgers, Note Taker.

### I. Information Items

#### A. Review Minutes from April 20, 2016.

The minutes were approved, but there was no motion.

#### B. Compton Self-Evaluation Accreditation Plan

At the last meeting we added doing Friday workshops to the Plan.

### II. Discussion/Action

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

Continue to review document. Meetings will be scheduled in September. Some teams are meeting in July. We will be identifying dates and time to meet. The co-chairs should be working on their membership to ensure everyone is participating. Pictures of the team members will be distributed to co-chairs and they will distribute. Faculty members who are teaching and can't attend meetings can still serve on the teams as long as they contribute.

#### B. Self-Evaluation Committee Membership

Some of the standards are very well written. We will be asking team members to make edits. We would also like for the members to read standards they are not assigned to. Some of the standards are related. Dr. Curry suggested that Ms. Gillis send emails to team members and assign standards to be reviewed. They will review the standard they are assigned to and an additional standard.

#### C. Status Report on Standard Narratives

Lisa Mednick will review the document, correct grammatical errors, and identify questions not answered correctly.

#### D. 2016-2017 Steering Committee Meeting Dates

The next team meeting will be held on Friday, September 16, and will focus on editing the Self-Evaluation Report. On Friday, October 14, we will focus on editing the Self-Evaluation Report and verifying evidence. The Self-Evaluation Report revisions are due November 1. At the November 4, meeting the teams will review the final Self-Evaluation Report. The review will be page-by-page. The ECC Board of Trustees will receive the first reading of the report at the November 21, Board Meeting. The first reading draft should be posted by November 17. At the December 19, Board Meeting the ECC Board will consider the Self-Evaluation Report for Approval. Final draft will be posted December 15, 2016. The Center will submit the Self-Evaluation Report and Candidacy Application by January 6, 2017. From January 1, until March 5, we will be preparing for the visit. On Tuesday, February 28, we will host a Tartar Talk session preparing the campus community for the upcoming visit. The external evaluation team visit is scheduled for Monday, March 6, through Thursday, March 9. A meeting has been scheduled for March 15, to debrief from the visit. We will discuss what worked and what didn't.

### III. Other

Calendar updates for the Friday meetings will be sent by Amber Gillis and Dr. Curry's office will send out the meeting notices.

Meeting adjourned 2:25pm

Lillie Rodgers, Note Taker

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