



MT. SAN ANTONIO COLLEGE ■ ACCREDITATION STEERING COMMITTEE ■ MINUTES

JUNE 2, 2023
10:30A-12:00P – ZOOM


MEMBERSHIP

<input checked="" type="checkbox"/> KELLY FOWLER, CO-CHAIR	<input checked="" type="checkbox"/> BARBARA MEZAKI, CO-CHAIR	<input type="checkbox"/> ROSA ASENCIO, CSEA 262	<input checked="" type="checkbox"/> MINERVA AVILA	<input checked="" type="checkbox"/> MICHAEL CARR, ADMIN SVCS	<input checked="" type="checkbox"/> MEGHAN CHEN, AVPI
<input checked="" type="checkbox"/> KELLY COREAS, OUTCOMES	<input type="checkbox"/> TIKA DAVE´-HARRIS, HR	<input type="checkbox"/> DIANA DZIB, CLASSIFIED SENATE	<input checked="" type="checkbox"/> PENNY PEIYING FENG, STUDENT	<input checked="" type="checkbox"/> L.E. FOISIA, NONCREDIT	<input checked="" type="checkbox"/> ALLIE FRICKERT, CO-COORDINATOR
<input checked="" type="checkbox"/> LIANNE MALDONADO-GREENLEE, DEAN	<input type="checkbox"/> BETA MEYER, FACULTY ASSOC.	<input checked="" type="checkbox"/> PATRICIA QUINONES, RIE	<input type="checkbox"/> L R RODRIGUEZ, POD	<input checked="" type="checkbox"/> MICHELLE SHEAR, FACULTY	<input checked="" type="checkbox"/> KOJI UESUGI, STDT SVCS
<input checked="" type="checkbox"/> ROBERT MONTOYA, CSEA 651	<input checked="" type="checkbox"/> ROGER WILLIS, ACADEMIC SENATE	<input type="checkbox"/> LIZA BECKER, SCE	<input type="checkbox"/> TOM MAUCH, ADMIN SVCS	<input type="checkbox"/> VACANT, STUDENT	
<input type="checkbox"/> MICHELLE SAMPAT (GUEST)	<input type="checkbox"/> CATHY STUTE (GUEST)				<input checked="" type="checkbox"/> WENDI ALCAZAR, RECORDER

	TOPIC	UPDATES/DISCUSSION	OUTCOME/ACTION
1.	Welcome		
2.	Agenda Review	<ul style="list-style-type: none"> Reviewed 	
3.	Review of May 5th Minutes	<ul style="list-style-type: none"> Reviewed – Update student to Penny Peng. M. Chen 1st, A. Frickert 2nd, motion passed. 	Approved, with update to committee membership.
4.	Signing Celebration 6/28 <ul style="list-style-type: none"> BoT Meeting, Approx. 6:30 pm 	<ul style="list-style-type: none"> An official signing celebration has been approved. At the beginning of the Board of Trustee’s meeting they will sign the signature page of the ISER. Save the Date, June 28th, at 6:30 pm. 	
5.	ASC 2023-24 Meeting Schedule <ul style="list-style-type: none"> Proposal to change to 2nd Friday of the Month 	<ul style="list-style-type: none"> The current Accreditation Steering Committee meeting conflicted with the DEISA+ council. The request to change the meeting time for ASC has been withdrawn. DEISA+ Council will now meet on the 2nd Friday of each month. 	

6.	Committee Progress on Annual Goals	<ul style="list-style-type: none"> The Committee Progress and Annual Goals are approved. 	Approved															
7.	Accreditation Process Survey	<ul style="list-style-type: none"> Committee members completed the survey during the meeting. This survey will assist with improving the process for the next accreditation process. Thank you to the Core Team for getting us across the finish line. Everyone seemed supportive of the DL process. 																
8.	ISER Evidence Update	<ul style="list-style-type: none"> The ISER must be submitted to Laura Martinez by June 21st. There are 1,800 references in the ISER. There are about 70 APs & BPs that will be approved. Thank you to all the committees that assisted with the updates. Almost done making the documents accessible. 																
9.	Plans Arising from the Self-Evaluation	<ul style="list-style-type: none"> ISER Template: Lee Jones has really been great, in helping us with the updates. <table border="1" data-bbox="772 857 1392 1333"> <thead> <tr> <th data-bbox="772 857 863 898">Standard</th> <th data-bbox="863 857 1199 898">Change, Improvement, and Innovation</th> <th data-bbox="1199 857 1392 898">Responsible Party</th> </tr> </thead> <tbody> <tr> <td data-bbox="772 898 863 1011">I.B & II.A</td> <td data-bbox="863 898 1199 1011">Reframe the use of outcomes assessment to find value and meaning across the College, leading to improved consistency and frequency of outcomes assessment and reporting activities. (See QFE)</td> <td data-bbox="1199 898 1392 1011">Outcomes Committee</td> </tr> <tr> <td data-bbox="772 1011 863 1109">I.B & II.A</td> <td data-bbox="863 1011 1199 1109">Strengthen the integration of curriculum, outcomes assessment, and program review (Planning for Institutional Effectiveness) processes. (See QFE)</td> <td data-bbox="1199 1011 1392 1109">Outcomes Committee Curriculum & Instruction Institutional Effectiveness Committee PIE Committee</td> </tr> <tr> <td data-bbox="772 1109 863 1239">IV.A</td> <td data-bbox="863 1109 1199 1239">Review and revise BP/AP 3255 Participation in Local Decision-Making to provide an overarching evaluation and assessment of government structure and its efficacy to support the improvement of governance reporting, communication, and processes.</td> <td data-bbox="1199 1109 1392 1239">Academic Senate President's Advisory Council Classified Senate CSEA 262 CSEA 651 Faculty Association</td> </tr> <tr> <td data-bbox="772 1239 863 1333">IV.C</td> <td data-bbox="863 1239 1199 1333">Review and revise BP/AP 2410 Process for Revision of APs and BPs to strengthen the regular comprehensive examination of Board Policies and Administrative Procedures within each accreditation cycle.</td> <td data-bbox="1199 1239 1392 1333">President's Advisory Council Office of the President</td> </tr> </tbody> </table> One piece of evidence that we want to make an update to is that some of these committees are Brown Act committees, so we need to make note of that. 	Standard	Change, Improvement, and Innovation	Responsible Party	I.B & II.A	Reframe the use of outcomes assessment to find value and meaning across the College, leading to improved consistency and frequency of outcomes assessment and reporting activities. (See QFE)	Outcomes Committee	I.B & II.A	Strengthen the integration of curriculum, outcomes assessment, and program review (Planning for Institutional Effectiveness) processes. (See QFE)	Outcomes Committee Curriculum & Instruction Institutional Effectiveness Committee PIE Committee	IV.A	Review and revise BP/AP 3255 Participation in Local Decision-Making to provide an overarching evaluation and assessment of government structure and its efficacy to support the improvement of governance reporting, communication, and processes.	Academic Senate President's Advisory Council Classified Senate CSEA 262 CSEA 651 Faculty Association	IV.C	Review and revise BP/AP 2410 Process for Revision of APs and BPs to strengthen the regular comprehensive examination of Board Policies and Administrative Procedures within each accreditation cycle.	President's Advisory Council Office of the President	
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		<p>KEY:</p> <ul style="list-style-type: none"> Black - Reporting body Red - Cross-council committee Green - Committee/Council with direct communication to a reporting body Blue - Committee that reports through another committee or council Purple - Position Orange - Mutual agreement council 	
10.	Quality Focus Essay	<ul style="list-style-type: none"> The QFE lists projects planned for the different committees. The QFE will assist with continued work for future accreditation. 	
11.	<p>ISER Review</p> <ul style="list-style-type: none"> Introduction (Patty) – Lisa, Michael, Penny, L.E. IVA (Allie) – Roger, Rosa, Beta Meghan IVB (Lianne) – Minerva, Kelly C., Diana IVC (Barbara) – Koji, Tika, Robert, Michelle 	<ul style="list-style-type: none"> There will be changes and even substantive changes. They will be written up and submitted as an addendum to the ISER. A list of these changes has already been started. Introduction: No changes IVA: Change classified staff to classified professionals and Adjunct faculty to PT Faculty. IVB: No changes IVC: No changes 	
12.	Approval of the ISER	<ul style="list-style-type: none"> There is a commonly used acronym list, for reference, in Appendix 1 of the ISER. The ISER really could be a manual for new employees. It's very informative and well done. B. Mezaki moves to approve the ISER Draft, M. Chen 1st, P. Quinones 2nd, the motion is passed. 	Approved

13.	<p>Updates:</p> <ul style="list-style-type: none"> • BoT ISER Review and Approval • ACS WASC Process (Minerva) 	<ul style="list-style-type: none"> • Draft document that will go to the Board, outline of the process, who was involved and the outcome.  <ul style="list-style-type: none"> • Put the themes on the left-hand side of the slide, Dr. Scroggins really liked the themes. • ACS WASC Process: Noncredit is writing the report now and it should be available to share with everyone in the Fall. 	
14.	Thank you to Penny 😊	<ul style="list-style-type: none"> • Penny will return next year to the ASC Council. 	
15.	Announcements/Burning Questions	<ul style="list-style-type: none"> • The signing will be at 6:30 pm, after the closed session. As soon as we receive confirmation, we will send out a calendar invite to the committee. 	
Parking Lot/Upcoming Topics:		Future meetings: 2023-24 TBD Dates to note: 6/28 Signing Celebration	Standing Information: Accreditation Website