



## MT. SAN ANTONIO COLLEGE ■ ACCREDITATION STEERING COMMITTEE ■ AGENDA

**APRIL 1, 2021**  
**10:30A-12:00P – ZOOM**

### MEMBERSHIP:

<input checked="" type="checkbox"/> KELLY FOWLER, CO-CHAIR	<input checked="" type="checkbox"/> BARBARA MEZAKI, CO-CHAIR	<input checked="" type="checkbox"/> LIZA BECKER	<input checked="" type="checkbox"/> MICHAEL CARR	<input checked="" type="checkbox"/> MEGHAN CHEN	<input type="checkbox"/> DIANA DZIB
<input checked="" type="checkbox"/> L.E. FOISIA	<input checked="" type="checkbox"/> ALLIE FRICKERT	<input checked="" type="checkbox"/> LIANNE GREENLEE	<input checked="" type="checkbox"/> BETA MEYER	<input checked="" type="checkbox"/> KIM-LEILONI NGUYEN	<input checked="" type="checkbox"/> AMBER NUNO, STUDENT
<input checked="" type="checkbox"/> PATRICIA QUINONES	<input checked="" type="checkbox"/> MICHELLE SHEAR	<input checked="" type="checkbox"/> ALEXIS CARTER	<input checked="" type="checkbox"/> MATTHEW SOSA, STUDENT	<input type="checkbox"/> ROBERT STUBBE	<input checked="" type="checkbox"/> CHISA UYEKI
<input type="checkbox"/> AUDREY YAMAGATA-NOJI					
<input checked="" type="checkbox"/> MINERVA AVILA, GUEST	<input type="checkbox"/> JAIME RODRIGUEZ (GUEST)	<input checked="" type="checkbox"/> MICHELLE SAMPAT (GUEST)	<input checked="" type="checkbox"/> CATHY STUTE (GUEST)		<input checked="" type="checkbox"/> LAURA MARTINEZ, RECORDER

	TOPIC	UPDATES/DISCUSSION	OUTCOME/ACTION
1.	Welcome – Kelly		
2.	Agenda Review		
3.	Review of <a href="#">March 4</a> , Minutes	Complete item #6 - Chat fall – ask everyone to type one word into the chat <i>and enter at the same time. This creates a “chat fall.”</i>	
4.	Annual Report – ISS Stretch Goals – Patty & Kelly	<p>Patty presented the annual report to ACCJC in the Spring. The Institution Set Standards for student achievement standards.</p> <p>At the last IEC meeting some stretch goals were adjusted. The total number of degrees awarded 20-2,700 to 4,316 which reflects closer to our actual attainment.</p>	

5.	<p>Report Outs</p> <ul style="list-style-type: none"> <li>• Board Study Session – Barbara &amp; Kelly</li> <li>• Chair Training Sessions and March Forum – Lianne</li> <li>• FAQs – Barbara</li> <li>• Strategic Planning Listening Tour – Patty &amp; Kelly</li> </ul>	<p>Reviewed Standard IV.C. The Board was very engaged and had several questions about the ISER and those standards that relate directly to them. This led to a good discussion about their own self-evaluation. The Core Group will continue to discuss this with the Board at their Study Sessions.</p> <p>Two separate trainings and a forum within a week. The response and turnout were great. There were approximately 77 participants. It was a successful experience for attendees. The step by step was helpful to explain the process. Having fewer pages due is good and having the writing started is helpful. The next forum will focus on classified staff.</p> <p>An FAQ document will be distributed. If you have additional FAQs you would like added, please send to the core team.</p> <p>Six total “Listening Tours” were conducted. IEC recommended feedback obtain on the SP Priorities. In addition to the tours, a survey was also distributed. Participants were engaged and provided good feedback. Some virtual attendees also went to an in-person review. RIE staff will compile and code for general themes. The themes will be distributed to IEC for their use.</p>	
6.	<p>Weaving Team Updates</p> <ul style="list-style-type: none"> <li>• Current Status – Allie</li> <li>• ASC Member Participation – Lianne</li> <li>•</li> </ul>	<p>Teams tasked to PAC are awaiting assignment. Current workgroup reviewing the mission may be asked to take</p>	
7.	<p><a href="#">Timeline Update</a> and Forums - Lianne</p>	<p>Timeline has been updated to reflect actual work during this ISER schedule. The original timeline was created based on our previous schedule. We feel that we are on target for our objectives to complete by Spring.</p>	

		<p>We have added more formative/summative information. Some of this will be updated on the webpage by IT and the web team. Some will be visible to the public as well.</p> <p>Please us know when we aren't meeting the timeline. We appreciate your input as we go through this process.</p>	
8.	Announcements	<p>SCE had its ACS/WASC opening meetings on Thursday. It went extremely well.</p> <p>Amber reported students will have an orientation and they would like input/information for the orientation. Team members will provide email addresses and attend the orientation or provide input.</p>	
9.	Next Steps		
<b>Parking Lot/Upcoming Topics:</b> <ul style="list-style-type: none"> <li></li> </ul>		<b>Future meetings:</b> May 6; June 3 <b>Dates to note:</b> Committee Chair Training, March 11, 10-11a	<b>Standing Information:</b> <a href="#">ISER TIMELINE</a>

Vice President, Instruction (Co-Chair)	Kelly Fowler		Faculty Credit (appointed by the AS)(Co-Chair)	Kristina Allende	x
Associate Vice President, Instruction	Meghan Chen	x	Faculty Noncredit (appointed by AS)	Landry Chaplot	x
Director, Research & Institutional Effectiveness (Co-Chair)	Patty Quinones	x	Faculty – Student Services (appointed by AS)	Silver Calzada	x
Faculty Outcomes Coordinator	Kim Leiloni Nguyen	x	Classified (appointed by CSEA 262)	<b>Vacant</b>	
Academic Senate President or Designee	Chisa Uyeki	x	Classified (appointed by CSEA 651)	<b>Vacant</b>	
Faculty Accreditation Coordinator	Barbara Mezaki	x	Student (appointed by the Associated Students)	<b>Vacant</b>	
Faculty	Tiffany Kuo	x	Budget Committee Liaison	Rosa Royce	x
Director of Human Resources or Designee	Ryan Wilson		PIE	Pedro Suarez	
Student Services (appointed by VPSS)	Malia Flood	x	Guest – Outcomes Committee	Kelly Coreas	x
Instructional Services (appointed by the VP Instruction)	Sylvia Ruano	x	Recorder	Sangvan Thaysangkram	x
Information Technology (appointed by the VP Admin Services)	Kate Morales	x			

## AGENDA

Topic		Time	Discussion/Outcome
1.	<b>Welcome</b>	1:30	
2.	<b>Review of the Agenda</b>	1:35	
3.	<b>Approval of the March 9 Minutes</b>	1:40	<ul style="list-style-type: none"> <li>Approved as amended.</li> </ul>
4.	<b>SCUP Reunion</b> (Kelly, Patty) <ul style="list-style-type: none"> <li>Wednesday, March 23 @ 3:30pm</li> </ul>	1:45	<ul style="list-style-type: none"> <li>SCUP reconvene in the headspace of planning.</li> <li>Review comments, feedbacks, and five priorities from padlet.</li> </ul>
5.	<b>Strategic Plan: Goal Objectives, Strategies and Actions</b> <ul style="list-style-type: none"> <li>Next Steps               <ul style="list-style-type: none"> <li>Monday, March 28: 10am, 11am, 1pm, 5:30pm</li> <li>Tuesday, March 29: 1pm, 4pm</li> </ul> </li> </ul>	1:50	<ul style="list-style-type: none"> <li>Scheduled three in-person and three online listening tours.</li> <li>In-person will be held in Founders Hall.</li> <li>Access to all Priorities and three prompts.</li> <li>Prompts: What are you and your departments doing to help achieve these priorities; what are some gaps at Mt. SAC; how can we address these gaps.</li> </ul>
6.	<b>Institution Set Standards Review</b> (Patty)	2:00	<ul style="list-style-type: none"> <li>ISS due to ACCJC on April 8.</li> <li>Need to revise stretch goals due to lower than actual ISS.</li> <li>Patty goes over the Standard Deviation Method Stretch Goals for Completion Rates, Certificates Awarded, Degree Awarded, and Number of Transfers from 2016-2021.</li> <li>Numbers for SD Method Stretch Goals are voted on.               <ul style="list-style-type: none"> <li>Completion Rates, Certificate Awarded and Number of Transfers calculations are voted on and slight majority voted that the numbers, 77% Completion Rate, 866 Certificate Awarded and 2918 Transfers, are not too high as an aspirational goals.</li> <li>Degrees Awarded is voted as too high; new aspirational goal is 4315 from 5296.</li> </ul> </li> </ul>

7.	<b>Accreditation Weaving Team</b>	2:30	<ul style="list-style-type: none"> <li>Form two small weaving teams to work on Standard 1B and the teams will receive drafts for revising and identifying the best evidence.</li> <li>Patty will be reaching out to individuals on IEC.</li> </ul>
8.	<b>Budget Committee Update</b> (Rosa)	2:40	•
9.	<b>PIE Update</b> (Pedro)	2:45	•
10.	<b>EPAC Planning Event</b>	2:50	•
11.	<b>Other</b>	2:55	•
<b>Spring 2022 Meetings:</b> March 9 & 23, April 13 & 27, May 11 & 25, June 8, 2022			




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## Committee Goals and Progress Report 2021-22

**Committee name:** **Institutional Effectiveness Committee**

**Name of person completing the report:** **Kelly Fowler, Vice President, Instruction, Patty Quinones, Director, Research & Institutional Effectiveness, and Kristina Allende, Faculty**

**Instructions:** Due by **November 5, 2021**: Columns 1 and 2

**Due by June 3, 2022:** Column 3

Please enter your committee's outcomes and accomplishments in Column 3 and submit electronically to [bhebert3@mtsac.edu](mailto:bhebert3@mtsac.edu) (on behalf of the President's Advisory Council).

(EXPAND AS NECESSARY)

Committee Goal		Link to College Goal #	Completed Outcomes/Accomplishments (descriptive bullet list)
GOAL # 1:	Communicate to the campus community by maintaining an up-to-date website.	6	
GOAL #2:	Develop/Clarify the Strategic Plan Process (integrated planning process).	1, 2, 3, 4, 5, 6	
GOAL #3:	Develop and clarify the Committee Goal Review process.	6	
GOAL #4:	Review Unit, Manager, and Vice President PIE process and templates	4, 5, 6	
GOAL #5:	Prioritize equity in the development of planning processes and college plans	1, 2, 5	

**From:** [Fowler, Kelly](#)  
**To:** [Quinones, Patricia](#)  
**Subject:** FW: ACCJC Annual Report  
**Date:** Friday, April 8, 2022 2:13:14 PM

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Patty,  
Here is the official notification! ☺ Thanks!  
Kelly



## Kelly Fowler

Vice President of Instruction | Accreditation Liaison Officer  
California Community Colleges Chief Instructional Officers, Secretary  
(she/her/hers)

✉ [kelly.fowler@mtsac.edu](mailto:kelly.fowler@mtsac.edu)

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📠 [\(909\) 274-2955](tel:(909)274-2955)

📍 Building: Building 4, Room: 2465A

### Mt. San Antonio College

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[www.mtsac.edu](http://www.mtsac.edu)

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**From:** Scroggins, Bill <[bscroggins@mtsac.edu](mailto:bscroggins@mtsac.edu)>  
**Sent:** Friday, April 8, 2022 12:00 PM  
**To:** Fowler, Kelly <[kelly.fowler@mtsac.edu](mailto:kelly.fowler@mtsac.edu)>  
**Cc:** Nelson, Carol <[cnelson@mtsac.edu](mailto:cnelson@mtsac.edu)>; Martinez, Laura <[lmartinez@mtsac.edu](mailto:lmartinez@mtsac.edu)>; Rodrigue, Morris <[mrodrigue@mtsac.edu](mailto:mrodrigue@mtsac.edu)>  
**Subject:** RE: ACCJC Annual Report

Kelly,  
I reviewed all the attached documents. In fact, it is amazing that the reports are so positive.  
Really, and amazing job by all at the colleges.  
Bill




## Bill Scroggins

President & CEO  
President's Office

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📠 [\(909\) 274-2990](tel:(909)274-2990)

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**From:** Fowler, Kelly <[kelly.fowler@mtsac.edu](mailto:kelly.fowler@mtsac.edu)>

**Sent:** Wednesday, April 06, 2022 4:13 PM

**To:** Scroggins, Bill <[bscroggins@mtsac.edu](mailto:bscroggins@mtsac.edu)>

**Cc:** Nelson, Carol <[cnelson@mtsac.edu](mailto:cnelson@mtsac.edu)>; Martinez, Laura <[lmartinez@mtsac.edu](mailto:lmartinez@mtsac.edu)>; Rodrigue, Morris <[mrodrigue@mtsac.edu](mailto:mrodrigue@mtsac.edu)>

**Subject:** ACCJC Annual Report

Bill,

Attached is the updated Annual Report that we will be submitting by Friday, April 8. The spreadsheet includes the complete context of the data narrative that is required. The Annual Report along with the data analysis was reviewed and vetted by the ASC and IEC. Also attached is the fiscal report that Morris shared today at the Budget Committee. Please let me know if you have any questions before we submit.

Thank you!

Kelly



## Kelly Fowler

Vice President of Instruction | Accreditation Liaison Officer  
California Community Colleges Chief Instructional Officers, Secretary  
(she/her/hers)

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