

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

**SEPTEMBER 1, 2017**  
**10:30A-12:00P – 4-2440**

**ATTENDING:**

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| <input checked="" type="checkbox"/> IRENE MALMGREN, CO-CHAIR | <input checked="" type="checkbox"/> KRISTINA ALLENDE, CO-CHAIR | <input checked="" type="checkbox"/> ABE ALI              | <input type="checkbox"/> MADELYN ARBALLO                     | <input checked="" type="checkbox"/> RON BEAN     | <input type="checkbox"/> SANDRA BOLLIER                      |
| <input checked="" type="checkbox"/> DIANA DZIB               | <input checked="" type="checkbox"/> RUBEN FLORES               | <input checked="" type="checkbox"/> ERIC KALJUMAGI       | <input checked="" type="checkbox"/> BARBARA MCNEICE-STALLARD | <input checked="" type="checkbox"/> MARTIN RAMEY | <input checked="" type="checkbox"/> EMILY WOOLERY            |
| <input checked="" type="checkbox"/> AUDREY YAMAGATA-NOJI     |  |  |  |  |  |
| <input checked="" type="checkbox"/> LIANNE GREENLEE (GUEST)  | <input checked="" type="checkbox"/> GRACE HANSON, ALTERNATE    | <input checked="" type="checkbox"/> LEE JONES, ALTERNATE |  |  | <input checked="" type="checkbox"/> LAURA MARTINEZ, RECORDER |

	TOPIC	TIME	UPDATES/DISCUSSION	OUTCOME/ACTION
1.	Welcome Back:	2 Mins.	<ul style="list-style-type: none"> <li>• Thank you and congratulations on 7-year accreditation! All of your hard work was instrumental in achieving this success!!</li> <li>• 10+1 Award from Senate was received before our accreditation affirmation.</li> <li>• Barbara has drafted a Lessons Learned document and we will review.</li> <li>• Colleges that stay engaged are the most successful. We'll look at ways to stay focused, without overwhelming people.</li> <li>• With changes to our 7-year cycle, SCE's WASC accreditation will take place at the same time.</li> </ul>	<ul style="list-style-type: none"> <li>• Information only.</li> </ul>
2.	Minutes of May:	2 Mins.	<ul style="list-style-type: none"> <li>• Approved as submitted.</li> </ul>	<ul style="list-style-type: none"> <li>• Approved as submitted.</li> </ul>
3.	Agenda Review:	1 Min.	<ul style="list-style-type: none"> <li>• Approved as is.</li> </ul>	<ul style="list-style-type: none"> <li>• Approved as submitted.</li> </ul>
4.	Annual Review of College Committees:	10	<ul style="list-style-type: none"> <li>• The Committee discussed and made changes to the existing Committee structure.                             <ul style="list-style-type: none"> <li>○ Additionally, Kristina and Irene will work on developing new goals.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Following changes were made to the Committee structure:                             <ul style="list-style-type: none"> <li>○ Added Director, POD, Lianne Greenlee as Ongoing member</li> <li>○ Changed Continuing Education to School of Continuing Education</li> </ul> </li> </ul>

				<ul style="list-style-type: none"> <li>○ Updated membership: <ul style="list-style-type: none"> <li>▪ Ron Bean, Management Admin. Services</li> <li>▪ Martin Ramey, AS President</li> <li>▪ Eric Kaljumagi, FA President</li> <li>▪ Lee Jones, 262 President</li> <li>▪ Ruben Flores, 651 President</li> <li>▪ Vacant, Associated Students</li> </ul> </li> <li>○ Term updates: <ul style="list-style-type: none"> <li>▪ Classified Senate – 2017-18</li> <li>▪ Associated Students – 2017-18</li> <li>▪ Outcomes Coordinator(s) – 2016-18</li> </ul> </li> <li>○ Goals created: <ul style="list-style-type: none"> <li>▪ <i>Devise and recommend a process for continual college focus on accreditation. (Goals #12 &amp; #14)</i></li> <li>▪ <i>Review Quality Focus Essay projects and make recommendations for continued</i></li> </ul> </li> </ul>
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				<p><i>progress. (Goals #12 &amp; #14)</i></p> <ul style="list-style-type: none"> <li>▪ <i>Review ACCJC recommendations for increasing effectiveness and make recommendations for continued progress. (Goals #12 &amp; 14)</i></li> <li>○ Updated responsible person for website update to Lisa Jackson and last update to website of 10/17/17.</li> </ul>
5.	Presentation Debriefing:	10 Mins.	<ul style="list-style-type: none"> <li>• No presentations were done at Flex or Professional Development Day.</li> </ul>	
6.	How to Keep Accreditation Infused Into Our Day-to-Day Operations [Committee Annual Report of Achievements, PIE]:	10 Mins.	<ul style="list-style-type: none"> <li>• This was discussed last year and we talked about asking PAC to provide evidence about accreditation evidence.</li> <li>• Reframe request to PAC to assist in obtaining Committee updates. In FY 16/17 PAC was reticent to require information from all Committees. (Asked Committees to provide update to standard.) <ul style="list-style-type: none"> <li>○ Ask PAC for feedback on how to obtain the needed information.</li> <li>○ Once PAC approves we can then reach out and talk with Committees about the information needed and show how they already have the information.</li> <li>○ Irene and Kristina will work on building of reporting structure for presentation to PAC.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Irene and Kristina will work on building of reporting structure for discussion at PAC.</li> </ul>
7.	Updates from ACCJC:	10 Mins.	<ul style="list-style-type: none"> <li>• During June 2017 Committee meeting, ACCJC and AFT came to a conclusion regarding III.A.6 regarding evaluation of faculty. Due to negotiations surrounding this issue, the standard will have a slight change.</li> </ul>	<ul style="list-style-type: none"> <li>• Update regarding revisions to III.A.6</li> <li>• Provide your feedback to ACCJC</li> </ul>

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			<ul style="list-style-type: none"> <li>○ It will remove from HR and move to II.A.6 – Student Learning and Services to avoid infringing on bargaining.</li> <li>● Feedback can be given to ACCJC.</li> <li>● A new president has been appointed to ACCJC, Dr. Richard Winn. He comes from WASC Senior Commission and has a different perspective and much more inclusive.</li> </ul>	<ul style="list-style-type: none"> <li>● Dr. Richard Winn appointed as President, ACCJC</li> </ul>
8.	Update on New Strategic Plan Development:	15 Mins.	<ul style="list-style-type: none"> <li>● A small group of IEC members have revised the Strategic Plan (SP) and integrated the SP and PIE planning process. <ul style="list-style-type: none"> <li>○ Leaning on TracDat for database and working with IT (Kate &amp; Monica) to refine.</li> <li>○ During the mapping of Unit Goals to College Goals, TracDat can be coded to allow ASC to pull data for accreditation purposes.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Update regarding revised SP and its integration with PIE.</li> </ul>
9.	Update on PIE and Multi-Year Cycle:	15 Mins.	<ul style="list-style-type: none"> <li>● VP PIE training can be conducted by Kate and you can bring your assistant, if desired.</li> <li>● Annual PIE being developed; comprehensive PIE is every five years. <ul style="list-style-type: none"> <li>○ Annual PIE will provide resource allocation opportunities.</li> </ul> </li> <li>● Power BI was purchased to provide data to individual departments.</li> </ul>	<ul style="list-style-type: none"> <li>● VP PIE is due; training may be requested through Kate Morales.</li> <li>● Annual PIE being revised; Comprehensive PIE due every five years.</li> <li>● Power BI purchased to provide data to departments.</li> </ul>
10.	Lessons Learned from Mt. SAC Institutional Self Evaluation Report (ISER) & Visit 2017:	10 Mins.	<ul style="list-style-type: none"> <li>● Please review and be prepared to discuss at October 6, meeting.</li> <li>● Will also review meeting dates.</li> </ul>	<ul style="list-style-type: none"> <li>● Review ISER for discussion at October 6, meeting.</li> <li>● Discuss meeting dates at October 6, meeting.</li> </ul>
11.	Next Steps:	5 Mins.	<ul style="list-style-type: none"> <li>●</li> </ul>	
<b>Issue Bin/Future Agenda:</b> <ul style="list-style-type: none"> <li>● Strategic Plan: College-specific Indicators</li> <li>● Statewide Indicators, IEPI, Scorecard, and Accreditation Indicators (ISS)</li> <li>● Substantive Change: What is it and how are/should we monitor it?</li> </ul>		Future meetings: Fridays, October 6, November 3, and December 1.  Dates to note:		

- Presentations: Strengthening Student Success Conference – “Taking Ownership in Accreditation: An Authentic Process that Worked for Mt. SAC” October 12, 2017, Burlingame, CA