ACCREDITATION TEAM
MINUTES OF MEETING
Friday, August 23, 2013
3:00PM – 4:30PM - G1-301C

Attendees: Dr. Richard Moyer, Al Rios, Maria Elena Yepes, Alex Immerblum, Laura E. Ramirez, Pauletta Daw, Jeremy Allred, Dr. Adrianne Ann Mullen, Danielle Fallert, Michelle Hernandez-Payan, Brenda Baity, Marga R. Limon, Vi Ly, Alfred Gallegos, Bryan Ventura, Dr. Carol Kozeracki, Armando Rivera-Figueroa, Angelica Toledo

I. Approval of Agenda: (Maria Yepes/Brenda Baity)

II. Barbara shared the quote, “We are continually faced with great opportunities, brilliantly disguised as unsolvable problems.” Our goal for accreditation is to be fully re-affirmed. President Martinez has stated that this is his number one priority. Better to spend the time and energy getting it right the first time, than receive a sanction and have to work on it again.

III. There will be two groups:
   a. A-Team will coordinate each of the 4 standards. Meet monthly
   b. Committee of the whole, Formerly ARG, renamed Accreditation Committee will meet monthly.
   c. No agreement was decided regarding when to meet. We discussed 2nd Tuesday/2nd Thursday @ 3:00 – although there were conflicts. We were looking at the 4th Friday September 27 @ 1:30 as a possible meeting time. This would allow time for each standard to meet. Will follow up with email to determine best time.

IV. We reviewed the timeline Sheet:
   a. The first point of business is to review the template document and determine the missing areas needing evidence. This should be completed in the standard sub-committees.
   b. It was suggested to add another column for people to interview.
   c. A good source to look at is the follow up reports to ACCJC.
   d. Additional resources are:
      i. ACCJC website http://www.accjc.org/ - look under “other resources.
      ii. ACCJC “Orientation Basics” (Still time to enter drawing for second iPad http://www.trainingway.com/accjc/
      iii. East standard will have a student worker.
      iv. ELAC accreditation website, under development.
      v. Ryan/Barbara

V. Other items to review:
   a. Former recommendations – Mostly handled by Ryan/Barbara – but some pertain to the other standards.
   b. Eligibility Requirements
c. Fall 2013 – evaluation of committees; Program review; IGLOs

VI. Several members requested an updated list of all the people serving on the standards. This should be emailed out to all members.

VII. Accreditation Faculty Survey – following suggestions:
   a. Proof Read
   b. Unclear who would be “unclassified”.
   c. Needs an introduction, something at the beginning to explain the purpose.
   d. Each question should have a “non-applicable” box, or something about “not enough information to rank”.
   e. A suggestion to offer an incentive for those participating was made. Concern was voiced regarding anonymity of answers if they then needed to list their name as the responder.
   f. End of September should be the target date to allow folks to begin the semester.

VIII. Announcements:
   a. T-Shirts for all on the committee.
   b. Complete the Accreditation Basics Training.
   c. Any help/questions please ask.