



MT. SAN ANTONIO COLLEGE ■ ACCREDITATION STEERING COMMITTEE ■ MINUTES

NOVEMBER 4, 2022
10:30A-12:00P – ZOOM

MEMBERSHIP

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|---|--|--|---|---|---|
| <input type="checkbox"/> KELLY FOWLER, CO-CHAIR | <input checked="" type="checkbox"/> BARBARA MEZAKI, CO-CHAIR | <input checked="" type="checkbox"/> ROSA ASENCIO | <input checked="" type="checkbox"/> LIZA BECKER | <input type="checkbox"/> MICHAEL CARR | <input type="checkbox"/> MEGHAN CHEN |
| <input checked="" type="checkbox"/> KELLY COREAS | <input type="checkbox"/> TIKA DAVE´-HARRIS | <input checked="" type="checkbox"/> DIANA DZIB | <input checked="" type="checkbox"/> PENNY PEIYING FENG | <input checked="" type="checkbox"/> L.E. FOISIA | <input checked="" type="checkbox"/> ALLIE FRICKERT |
| <input type="checkbox"/> GEORGE GUTIERREZ | <input type="checkbox"/> TOM MAUCH | <input checked="" type="checkbox"/> BETA MEYER | <input type="checkbox"/> PATRICIA QUINONES | <input type="checkbox"/> L R RODRIGUEZ | <input type="checkbox"/> MICHELLE SHEAR |
| <input type="checkbox"/> VACANT, STUDENT | <input type="checkbox"/> ROGER WILLIS | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> MINERVA AVILA (GUEST) | <input type="checkbox"/> LIANNE GREENLEE (GUEST) | <input type="checkbox"/> MICHELLE SAMPAT (GUEST) | <input checked="" type="checkbox"/> CATHY STUTE (GUEST) | <input type="checkbox"/> | <input checked="" type="checkbox"/> WENDI ALCAZAR, RECORDER |

	TOPIC	UPDATES/DISCUSSION	OUTCOME/ACTION
1.	Welcome – Barbara & Allie		
2.	Agenda Review – Barbara & Allie	<ul style="list-style-type: none"> Reviewed and accepted. 	<ul style="list-style-type: none"> Accepted
3.	Review of October 7, Minutes – Barbara <i>(Will email separately)</i>	<ul style="list-style-type: none"> Tabled until the next meeting. 	<ul style="list-style-type: none"> Tabled
4.	Planning Memo and Committee Goals P&F and 22/23 Membership Update – Allie	<ul style="list-style-type: none"> New order suggested: 1, 5, 6, 2, 3, 4 new 5. Which would reflect the process. Goal 1: is mandatory, we can’t change it. New Goal 2: Review ACCJC Standards to align with existing committee work. Collaborate with committees to support development of the ISER. New Goal 3: Report the accreditation processes and progress to President’s Advisory Council (PAC) and the campus community. 	

		<ul style="list-style-type: none"> • New Goal 4: Review and report self-study findings to make recommendations to PAC and the campus community for continued progress and improvement. • New Goal 5: Actively develop the expertise of ASC members and their constituencies to ensure understanding of the accreditation cycle, the standards, and the reporting requirements. • New Goal 6: Support the understanding of the relationship between accreditation and the ongoing operation and processes of the entire campus community. • Match up the college strategic goals to the committee goals. • Changes are approved. • Purpose and function document edits: • Purpose: The Accreditation Steering Committee serves as ambassadors to the campus in recruiting diverse interests and engagement in the processes of accreditation. The Accreditation Steering Committee collaboratively guides progress and the processes self-reflection processes. related to ongoing Accrediting Commission for Community and Junior Colleges (ACCJC) accreditation. Members are to become experts on the Accrediting Commission for Community and Junior Colleges (ACCJC) and the Accrediting Commission for Schools, Western Association of Schools and Colleges (ACS WASC), accreditation policies and standards and serve as resources to the College and their constituencies. • Add self-study and reflection to document para 1 and #2). Acronyms will be spelled out initially and then use acronyms after the first use. • Function #2: Add self-reflection, remove progress and. 	
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		<ul style="list-style-type: none"> • Final Function #2: Guide the accreditation self-reflection progress and process for the College. Coordinate training for faculty, staff, management, and students with regards to accreditation standards, policies, and procedures. (was 5) • Update membership names. 	
5.	BP 3200 & AP 3200 Review and Input	<ul style="list-style-type: none"> • BP 3200: Accreditation – last reviewed in 2016 – paragraph 3 would cover any accreditation process. This BP encompasses all accreditation bodies. • AP 3200: Accreditation – WASC is mentioned here. • We don't have a Self-Study Chairperson we have faculty coordinators and need to add in ASC. • Update the references per Greenlee's suggestions, to match the BP references. • Remove ACCJCs address and phone number. ACCJC also covers non-credit. • In the future we can break this down into the two main processes or credit and non-credit. • Review of Citrus and PCCs AP – Accreditation. If we are this detailed, we may have to make updates frequently. Like the details but perhaps we can do something more generic but follow PCCs. • We should decide if we want to make small tweaks, we can do that now or have an overhaul and form a subcommittee to work on it. • A task force will be created to review and update the AP. • The committee will come up with a list of areas to be added/updated for the subcommittee. • Subcommittee will include: Mezaki, Meyer, and Asencio. Additionally, if non-credit will be added perhaps Greenlee can assist and/or someone from non-credit. • This needs to be updated so that we can use it as evidence in the ISER. • The subcommittee may not be able to make the updates needed in this time frame. 	

		<ul style="list-style-type: none"> • Perhaps we should make the minor changes as noted on the pdf and then work on the major changes as a long-term goal. • Our process can be the evidence. • Approval process: ASC – PAC – Board <p>Current changes to the AP:</p> <ul style="list-style-type: none"> • Complies with the process and meet the standards. • Update AP with correct eligibility info. • References Should be ER 7 and ER 21 • References Standard IV.B.4 • Para 1: ...seek and maintain specialized accreditation. • We will do immediate small changes and then form a subcommittee to do the more in-depth changes. 	
6.	Campus Newsletter Content	<ul style="list-style-type: none"> • What topics would be good in a newsletter? Any suggestions? • ACS WASC should be included. • We'll announce the forums. • Updates on the finishing teams and what to look forward to, the dates of the campus roll-out. • Early march we'll start to roll each standard. One at a time for the campus community to review, starting with standard one. 	
7.	ACS WASC Update	<ul style="list-style-type: none"> • Non-Credit ACS WASC did change their manual which we will need to follow in 2024. • We have been meeting for WASC review every other week. We have the option of selecting or doing a hybrid. Next month we have our advisory meeting. 	
8.	Announcements/Burning Questions	<ul style="list-style-type: none"> • Avila will take Liza's place on the committee and will no longer be a guest. • This will be Liza Becker's last meeting; she will be retiring and will be unable to attend the next meeting. • Finishing teams are working to square everything away and we have provided excerpts to resource committees for review and input. 	

		<ul style="list-style-type: none"> • After the resource committees are done with their review, we will incorporate it into the standard. • We are trying to be as inclusive as possible. The goal is that once we release the ISER in the Spring that everyone has already reviewed and had an opportunity to give input. 	
9.	Thank You and Homework 😊		
10.	Next Steps		
Parking Lot/Upcoming Topics: <ul style="list-style-type: none"> • Outcomes 		Future meetings: Dates to note:	Standing Information: Accreditation Website