



Accreditation Steering Committee

December 12, 2017 | 1:30-3:00 p.m. | 1690C

Meeting Minutes

LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.
- ❖ Coordinate available resources to address current and future professional development needs of faculty, classified professionals, and administrators in support of educational master plan goals.

Accreditation Steering Committee

Members Present (voting):

Tim Druley, Archivist
Tina Inzerilla, Faculty
Rajinder Samra, Researcher

Members Present (non-voting):

Members Absent:

Don Miller, Vice President
John Ruys, Faculty Lead

Meeting Guests:

1. Call to Order
The meeting was called to order at 1:36 p.m.
2. Review and Approval of Agenda
The agenda was approved by consensus.
3. Review and Approval of the Minutes of November 14, 2017.
The minutes were approved by consensus
4. Visiting Team College Recommendations
 - Recommendation # 8: staffing plan
The committee reviewed and discussed. Mr. Samra stated he presented this recommendation to IPEC for review and discussion since there is no current owner. The committee discussed that Resource Allocation Committee (RAC), Faculty Hiring Prioritization Committee (FHPC), and Program Review all cover this area for evaluation. It was suggested that this should be an Executive Staff role.
 - Other Visiting Team College Recommendations – Mr. Samra will follow up with Mike Schwarz since we need someone from Student Services to coordinate this.
Ms. Inzerilla stated that the library is moving along on recommendation 6; they have evaluated all of their print materials, weeding out books that are no longer useful, adding many databases such as JSTOR to the electronic collection. They will go live in January 2018. Regarding recommendation 7, the library is also purchasing a 24/7 chat service but it will not be implemented until fall 18.
5. College Action Plans:
 - College Action Plan #5: Physical Resources
Instructional Equipment – Catherine Eagan and Karin Spirn will address these.
Facilities: What questions can we ask and act on? We might be able to use information from faculty and student surveys. We are having a little challenge here but we might also be able to use 25Live.
 - College Action Plan 1b: Continue to provide regular staff development opportunities focused on the assessment of SLO's, in prioritizing the engagement of part-time faculty.

The hope is that John Ruys can take this one on since it is connected to another one he has.

- Other College Action Plan

Regarding the website, Mr. Druley will leverage the content management system. He will continue to train people to update sites on their own.

6. District Action Plans and Visiting Team District-Wide Recommendations

District Actions Plans: These are different for each college. The functional map lists the responsibilities.

Interim VP Don Miller is leaving so we will have to see who will take on his part. Mr. Samra will bring the issue to the College Administrative Staff Meeting. It was mentioned that Dean Don Carson might be interested since he has been involved with visiting teams.

District-wide Recommendations: Visiting team came up with these and both colleges have them. Some of these only the District can handle. District will create an Accreditation Council and items like these can be discussed there.

7. General Updates Regarding interpretation of Accreditation Standards

None

8. Good of the Order

Tina Inzerilla is going on an accreditation site team visit to Feather River on March 11- 15, 2018.

9. Adjournment 2:19 p.m.

Next Regular Meeting: TBD