



# Accreditation Steering Committee

April 21, 2020 | 3:30 p.m. | via Zoom

## 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

- ❖ Implement the integration of all ACCJC standards throughout campus structure and processes.
- ❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
- ❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.

### College Enrollment Mgmt. Committee

#### Members Present:

Kristina Whalen  
Tim Druley  
Tina Inzerilla  
Rajinder Samra

Support: Carolyn Scott

#### Members Absent:

John Ruys

#### 1. Call to Order

The meeting was called to order at 3:34 p.m.

#### 2. Review and Approval of Agenda

Committee approved the agenda with the following additions/edits: add Standard III.C.4 and change item 4 to "Workflow Process History" (MSC: Inzerilla/Samra)

#### 3. Review and Approval of Minutes of February 18, 2020

Committee approved the minutes (MSC: Inzerilla/Druley)

#### 4. Standard III.C.4

Druley: The LPC Technology Committee was assigned standard III.C.4 and once they reviewed it they realized it doesn't belong to them. It appears to be more for Distance Education/Teaching & Learning Center.

#### 5. Workflow Process History

Laurel Jones wrote up everything and assigned to groups; then standards were assigned to a classified, admin, and faculty lead; District was always a challenge (seem to put things off until the end); we had an editor for both accreditations who made it one voice. One was Mike Sato; another was Elena Cole. This time we assigned standards ahead of time, and assigned subsections to the offices and committees using the tri-chair model, faculty, classified, and administrator. The committees should be writing to the standards. The chairs are ultimately responsible.

#### 6. Details of Planning Timeline for LPC

VP Whalen: Have fairly great RSVPs for next week's ACCJC training; have received materials and will review; will have a phone call tomorrow with Gohar Momjian. Should have great training.

Timeline: Gap between April 30, 2020 and May 2021. We need to discuss what we want to accomplish. Would like to have a draft from District to us by the end of December. The final refinements by end of Spring. Evidence review by May 2021.

Spreadsheet for committees to have things completed – still work to be done. We need to check with chairs of committees to see if there are any refinements or disowning of standard.

Any areas of concerns to address between now and December before the first draft? (viewing Appendix Table of Evidence on website)

- Standards involving SLOs (might be resolved – they will start the 3-year cycle this fall)
- I.B.1. across college discussion
- I.B.6. Disaggregated data (may not have to comply); or just give one example; we define it – must see through the lens of the college
- Evidence
  - APs and BPs
  - Student Right to Know data
  - Data from Institutional Research and State Datamark
  - Chamber of Commerce Leadership Group presentations
  - District end of the year publication

**7. Review of Training Agenda**

Gohar Momjian provided a preview of what's to be covered for the training (understanding accreditation and the process; we will be under focus site visit methodology for conducting the site visit. She provided some material regarding the training; she plans to do some group activities – committee review. VP Whalen will send out the activity and presentation to the committee for review, questions, feedback. She will be speaking with Gohar tomorrow.

**8. Review of Evidence Gaps/Standard III.C.4**

Covered in item 5 discussion

**9. Accreditation Survey**

Samra: It's good to ask people for feedback but they typically don't provide it. Will end up bringing it to this group for recommendation of what we may need to include in the survey. The challenge now is how do we capture the information? We've had captive audiences in the past through meetings and classes, but now we'll have to do the survey online or mail it. If online, we might need to scale back and do key items for staff and student surveys (put fewer items on the survey due to time). Would still like to have staff surveys ready by Convocation.

**10. Update on Progress of ACCJC Report**

We have an extension until May 3<sup>rd</sup>. Samra will review again to see if help is needed from others. He expects to have a draft ready by end of next week.

**11. Adjournment – 4:56pm**

**Next Regular Meeting:** Tuesday, May 19, 2020 at 3:30 p.m.