



# Accreditation Steering Committee

September 17, 2019 | 3:30 p.m. | Room 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

- ❖ 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  
John Ruys  
Rajinder Samra

Support: Carolyn Scott

#### Members Absent:

Tina Inzerilla  
Tim Druley

#### 1. Call to Order

The meeting was called to order at 3:35pm

#### 2. Review and Approval of Agenda

No quorum.

#### 3. Review and Approval of Minutes of April 16, 2019

No quorum.

#### 4. ACCJC Midterm Report

The board is reviewing the final draft of the report at tonight's meeting. The report is due to ACCJC on October 15 and we are to receive feedback from VC Theresa Fleischer Rowland before we submit it.

#### 5. ISER Spring 2022 Timeline

Discussion of timeline. For clarification a call was made to VP Gohar Momjian (ACCJC) to confirm some of the information.

Fall 2019 – begin assignment of standards; committee training; send out standards; labeling of evidence and where to send it; identify improvement plans

Spring 2020 – ISER training (April 30<sup>th</sup> tentative)

Spring 2020, Fall 2020, Spring 2021 – writing

Fall 2021 – LPC committee approval

Fall 2021 – BOT approval

January/February 2022 – ISER due to ACCJC

Fall 2022 – Focused Site Visit

There is an ISER template that we can use.

Ruys will follow up with the committees for their status.

The committees will be asked for a list of items where improvement is needed and these will be listed in the ISER.

Samra stated that the VP Academic Services (Whalen) is to give a status (how far we've progressed on the planning priority) at the IPEC meeting (see first LPC planning priority).

#### 6. Quality Focus Essay Topic

We want to set up a process but we need to determine where this information comes from. Perhaps IPEC is the best source since they look through program review documents.

Ruys and Whalen plan to discuss this item at the next College Council meeting. They will explain it and state the vision on how they believe the

information should come from IPEC. Ruys will contact Sheri Moore to request this be submitted as an agenda item.

**7. Evidence Storage**

*This will be tabled until a time when Tim Druley can be here.*

**8. Committee Training on 2014 ACCJC Standards**

Before training in spring, we could collect the evidence built around the 2014 standards. We can send out to the committees the standards, the labeling of evidence, and information on where to send it.

Then after the training in spring we could send to the committees the template on how to write an ISER (evidence of meeting the standards, evaluation, analysis, conclusion, and improvement plans). The committees could fill out some initial information.

We should keep a list of the committees that have been trained.

Then have the committees identify improvement plans (the following year they will work on these). We should perhaps give them a criteria on what would be acceptable.

**9. Dissemination of 2014 ACCJC Standards**

Ruys will follow up to get the status of the committees he sent standards to, and will send out standards to others.

We will prepare for the Town Meeting presentation in October.

Adjournment: 4:40 p.m.

Next meeting: Tuesday, October 15, 2019 at 3:30 p.m.

For our next meeting: We need to discuss expanding the committee, and the ISER.