



# Accreditation Steering Committee

September 26, 2017 | 11:15 – 12:15 p.m. | 1687

## 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 (via phone)  
Tina Inzerilla, Faculty  
John Ruys, Faculty Lead  
Rajinder Samra, Researcher

#### Members Present (non-voting):

#### Members Absent:

N/A

#### Meeting Guests:

1. Call to Order  
The meeting was called to order at 11:17 a.m.
2. Review and Approval of Agenda  
The agenda was approved by consensus.
3. SLO/SAO Liaisons (Handout)  
The committee reviewed and discussed updated job descriptions for the SLO and SAO Liaison positions submitted by Ann Hight. The compensation for each position is two (2) CAH that calculates to about five hours per week. There are two SLO positions and one SAO position. The committee discussed whether the compensation is reasonable for the work completed. Noting that there has been some challenges, overall the committee believes the compensation seems appropriate. One supporting fact is that the tasks of the SLO/SAO liaisons are outside of their committee work. Once there is a good amount of faculty trained in this area, periodic reviews can be made regarding the amount of work being completed and compensation. The committee will remain cognizant of the college's budgetary issues. Mr. Samra will take the position information to the next College Council meeting for review.
4. IPEC's Experience With the Action Plan/Accreditation Recommendation Feedback Form (Handout)  
The committee discussed what appears to be issues with interpretation of the standards. The form provided seeks feedback from the committee/office/person assigned to the standard in hope that their interpretations can be understood.
5. Process for Reaching Out to Committees/Offices  
The committee discussed an action plan to foster better understanding of the interpretation of the standards by the coordinators. Perhaps coordinators can provide definitions of how things will be addressed in the midterm report; then the committee will know what evidence to gather. When coordinators explain their interpretations, the committee can provide feedback that could be incorporated in the definitions.
6. Discussion Regarding Expanding the Accreditation Steering Committee  
The committee discussed whether the process discussed will require a need to add more members to the committee. One suggestion was that the committee should ask the coordinator(s) for their interpretation first, and then decide later if more assistance is needed.
7. Adjournment 12:14 p.m.
8. Next Regular Meeting (October 10, 2017)