

Accreditation Meeting Summary

Wednesday, October 17, 2018

3:00 – 5:00 p.m.

BE-119

A. Updates

1. Accessibility Training Available in November
2. Chad Greene – Accreditation Editor

Shawna stated that accessibility training will be scheduled in November for all of the teams.

Shawna thanked Chad for agreeing to serve as the Accreditation Editor. He will be working with Shawna and Michelle to review the narrative template.

B. Standard IIA Report: Instructional Programs – 2nd Report

1. Co-Leads: Anna Fischer, Mark Fronke, Sandy Marks, Rachel Mason

Rachel stated that there are 16 sections for this standard. The leads divided them equally, and have been working on four sections each. They developed a spreadsheet to track evidence by substandard to easily view common items. Rachel stated that the writing teams are beginning to draft narratives. Mark shared updates and evidence collected so far for Standards II.A.3, II.A.8, and II.A.11. Rachel shared updates and evidence for Standards II.A.2, II.A.5, II.A.6, and II.A.7.

C. Standard IA Report: Mission – 2nd Report

1. Co-Leads: Tin Kyllingstad, Frank Mixson, Rick Miranda, Traci Ukita

Frank stated that the team has been meeting every two weeks. Traci Ukita has joined the group as a faculty representative. They have a work plan for completing first drafts of the narratives within the next four meetings to meet the deadline. The team reviewed narratives from four colleges that were recently fully accredited, and are collecting evidence prior to writing the narratives. They may need some assistance with reviewing board meeting and Planning and Budget Committee minutes.

D. Standard IB Report: Assuring Academic Quality and Institutional Effectiveness – 2nd Report

1. Co-Leads: Kristi Blackburn, Debbie Buffington, Jaclyn Ronquillo

Jaclyn stated that the team has identified key components for each substandard to assist them in prioritizing its work. Evidence and examples have been identified. She discussed the progress they have made towards each section and stated that the team will continue to meet weekly.

E. Team Leads Meet with One Another

The teams met with each other and discussed their assignments.

Reminders

1. Accessibility assistance available in CTX
Monique Valyncia mvalencia@cerritos.edu ext. 2797
Assisted by: Janet Yanez, Tammi Mohr
2. Scheduled Working Sessions (optional)
Room BE-121 Tues/Weds 11am – 1pm Oct-Dec
3. Monthly team progress reports to President (10/19, 11/16, 12/14)
Send to Shawna or place in Canvas folder:
 - a. Electronic copy of reporting form
 - b. Agendas and minutes from meetings
 - c. Meeting schedules
 - d. Updates from your last report

Next Meeting

Wednesday, October 31st 3-5pm BE-119

Standard IC 2nd Report (Team Leads: Stephanie Murguia, Elizabeth Miller, Andrew Maz, Lucy Self)
Standard IIA 2nd Report (Team Leads: Rachel Mason, Sandy Marks, Mark Fronke)
Standard IIB 2nd Report (Team Leads: Quinn Doan, Monica Lopez, Shawna Baskette)