

DISTRICT ACCREDITATION COORDINATION COMMITTEE

Regular Meeting

April 4, 2008 (9:00 AM – 11:00 AM)

Ethan Way Center 205

❧ NOTES ❧

1 9:00 AM Call to Order

Present: Sue Lorimer, Gordon Lam, Kathy McLain, Norv Wellsfry, Betty Glycer-Culver, Nell Moffet, Anne Licciardi, Bill Karns, Jane de Leon.

2 **Approval of the Agenda:** approved as drafted

3 **Approval of the Notes for 7 March 2008:** pending review of photocopy on 2 May 08

4 Updates and Discussion

a) **Update: request to the managers for drafts of the descriptions, analysis/self-evaluation, and planning agenda**

The revised deadline for receiving all drafts from the managers is 29 April. Bill will follow-up with those managers whose work may be delayed.

b) **Scheduling the standards chairs' discussion with the District reps**

Bill will work on a date that is mutually convenient for the managers and the standards chairs.

Request: please compile electronically the questions for the managers from the colleges.

c) **Software for recording data for SLOs assessment**

District IR and SLOs coordinator may want to discuss, "Concerning this software, what is the common District interest for researchers and SLOs coordinators?" It was also suggested that Mick Holsclaw's expertise may be helpful in this discussion.

d) **Calendar: working back from the deadline to the Board**

It was suggested that the colleges may want to share their timeframes at the next meeting.

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Notes for the Meeting on 1 February 2008 (9:00 – 11:00 AM)

e) Lessons learned during service this term on other accreditation site teams

Kathy and Jane recently completed assignments on ACCJC accreditation site visit teams. They shared these observations:

Jane:

- The distinctions between the description, self-evaluation/analysis, and planning agenda did not appear to be clear to the writers of the self-study
- The site team gave careful scrutiny to the connection between planning and budget

Kathy:

- The college's self-study referenced on-line documents, but the links to the documents did not work consistently
- Accreditation site visit teams need time for conversation; they should not be inconvenienced by time required to retrieve documents.

Additional observations:

- Planning agenda should be doable
- Planning agenda should be strategic

f) Lessons learned / emerging issues at the colleges

- CRC is integrating distance education standards with the other standards
- FLC's standards committees are completing much of their dialogue and discussion by e-mail.

5 Announcements:

Meeting date remaining in this semester: 2 May, 9:00-11:00 AM in 205 EWC

6 Adjournment occurred shortly after 11:00 AM.