

**Accreditation Steering Committee**

November 28, 2018

11:30 a.m. - 12:30 p.m.

Alder 1004A

**MINUTES**

**Attendees:** Wendy Bass Keer (DE Coordinator); Anna Bruzzese (AS President); Earic Dixon-Peters (VPSS); Michael Gend (APC Representative); Yvonne Grigg (Faculty Accreditation Coordinator); Shannon Krajewski (UMCE); Will Marmolejo (Teamsters); Jennifer Moses (College Outcomes Coordinator); Lupita Narkevicius (AFT 1521 A); Susan Rhi-Kleinert (Dean, Academic Affairs); Joceline Valdez (ASO Representative); James Sims (SEIU 721); Brian Walsh (PCC Chair); Amari Williams (Dean of IE); Tanya Miller (Minutes).

1.	<p><b>Call to Order</b> Y. Grigg called the meeting to order at 11:35 am.</p>
2.	<p><b>Approval of Agenda</b> The agenda was approved unanimously. (Moses/Bass)</p>
3.	<p><b>Approval of the October 17, 2018</b> The minutes were approved unanimously with one abstention. (Bass/Krajewski)</p>
4.	<p><b>Timeline Update: District Accreditation Committee</b> The District Accreditation Committee had a conference call to discuss the accreditation timeline last week. Our timeline mostly meets up with the District timeline, although we have accelerated ours in some areas—namely writing and completion of reports and local approvals, which we are projecting to complete by November 2019 instead of December 2019. The midterm report needs to address recommendations for improvement, plans arising, and the QFEs. A chart format is appropriate for the plans arising portion of the self-evaluation process; not all plans are necessarily expected to be fully-completed, but rather a timeline for that completion should be indicated in those cases. We are expected to address all recommendations for improvement and explain how each of these was considered, as well as what, if anything, was done to implement those recommendations. If a plan arising no longer is applicable this should be noted in the report and discussed in governance.</p>

	<p>Changes in student achievement and student learning as affected by the recommendations should also be noted. This may be in the very early stage and hard to identify without further time and data; as such, indication that we are continuing to assess these factors may be sufficient.</p>
5.	<p><b>Update from Teams: Document Uploads</b>          The self-imposed deadline that documents would be uploaded by December 7 is impending. Other than what has been shared already by a few participants, many documents are still needed. Given the imminent timeframe, the deadline for document upload completion will be moved to January 14, 2019.</p>
6.	<p><b>QFE Report</b>          S. Krajewski gave a report on QFE2 – Professional Development.</p> <ul style="list-style-type: none"> <li>• A full-time employee, Shannon, was hired to focus on professional development, fulfilling goal 1; goal 2 was fulfilled by the establishment of a professional development committee, CPDC</li> <li>• The goal to create outcomes specific to employees, divisions, etc. may not be continued as a plan until definitions are more set and a method of tracking is possible. If it is tabled there will be documentation through shared governance committees</li> <li>• Software to track PD progress is in process; an MOU is expected to be signed by District soon which will allow for Cornerstone to be rolled out to all colleges</li> <li>• A resource library has been fulfilled by the department website, the Tuesday Training emails, and other resource collections</li> <li>• An all-campus professional development day is a more challenging proposition and will be discussed at CPDC to see if this is still a possibility and if so how to approach its implementation</li> <li>• Ensuring that all employees meet their FLEX obligations will be easier once the Cornerstone software is implemented</li> <li>• An APP was completed last year</li> </ul>
7.	<p><b>Guided Pathways Update</b>          We are still in the formative stages of learning about and communicating about Guided Pathways within our campus, and the conversation surrounding it continues within various governing bodies. Mapping in particular seems to be a bit divisive, and continuing to discuss its positives and how it can be improved</p>

	remains important. The GP steering committee is now developing goals for the next year while continuing work on the goals for 2018/2019.
8.	<p><b>Announcements</b></p> <p>Next meeting will be January 16, 2019.</p> <p>“Durang Durang” is opening this Friday at the Performing Arts Building main stage. It’s playing this Friday-Sunday and next Friday-Sunday</p> <p>December 15 there will be a rally to support the UTLA and their potential job action against LAUSD. There is also a union training for disaster response at the same time.</p>
9.	<p><b>Adjournment</b></p> <p>The meeting adjourned at 12:25 pm.</p>

Please visit the ASC website for announcements, agendas, and minutes:  
<http://pshare.piercecollege.edu/committees/pcc/asc/layouts/15/start.aspx#/SitePages/Home.aspx>