

**Accreditation Steering Committee**

**August 21 2019**

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

**Alder 1004A**

**MINUTES**

**Attendees:** Donna Accardo (AFT 1521); Barbara Anderson (AS President); Mon Khat (proxy for Juan Carlos Astorga, Teamsters); Sheri Berger (VPAA/ALO); Brian Gendron (PCC Chair); Yvonne Grigg (Faculty Accreditation Coordinator); Lupita Narkevicius (AFT 1521A); Mary Anne Gavarra-Oh (proxy for Susan Rhi-Kleinert, Dean, Academic Affairs); Rolf Schleicher (VPAS); Nicole Alfaro (ASO); Amari Williams (Dean of IE); Lauren Saslow (Resource, Library)

1.	<p><b>Call to Order</b> Y. Grigg called the meeting to order at 11:36 am.</p>
2.	<p><b>Approval of Agenda</b> The agenda was approved unanimously with one amendment of the date on item #6. (Gendron/Accardo)</p>
3.	<p><b>Approval of the June 12, 2019 Minutes</b> The minutes were approved unanimously with four abstentions. (Accardo/Gendron)</p>
4.	<p><b>Midterm Report Edits</b></p> <ul style="list-style-type: none"> <li>• <b>Quality Focus Essays</b> <ul style="list-style-type: none"> <li>○ Action Project I           <ul style="list-style-type: none"> <li>▪ Page 2 paragraph one: "Currently, 1106 out of 2992 CSLOs are unmapped" to "Currently, 1,186 out of 2992 CSLOs are mapped."</li> <li>▪ No other substantial changes recommended.</li> </ul> </li> <li>○ Action Project II           <ul style="list-style-type: none"> <li>▪ Paragraph one: the date of November 28, 2018 being the last time an update was given to QFE II needs to be double-checked.</li> <li>▪ No substantial changes recommended.</li> </ul> </li> <li>○ Action Project III           <ul style="list-style-type: none"> <li>▪ Typo: Automotive Child Development should be changed to "Automotive and Child Development"</li> <li>▪ No other substantial changes recommended.</li> </ul> </li> </ul> </li> <li>• <b>College Recommendations for Improvement</b> <ul style="list-style-type: none"> <li>○ College Recommendation 1</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>▪ Add in a date for the Woodland Hills/Warner Center Neighborhood Council solicitation meeting</li> </ul> </li> <li>○ College Recommendation 2           <ul style="list-style-type: none"> <li>▪ Removing duplicate paragraph at end intended for recommendation 3.</li> </ul> </li> <li>○ College Recommendation 3           <ul style="list-style-type: none"> <li>▪ No substantial changes recommended.</li> </ul> </li> <li>○ College Recommendation 4           <ul style="list-style-type: none"> <li>▪ Start a new paragraph beginning with "In addition, the Distance Education..."</li> </ul> </li> <li>○ College Recommendation 5           <ul style="list-style-type: none"> <li>▪ "Vice President of Student Service" changed to "Vice President of Student Services"</li> <li>▪ Add specific date for when Assessment Day was held in January 2019, as well as when the follow-up was held in August 2019.</li> </ul> </li> <li>○ College Recommendation 6           <ul style="list-style-type: none"> <li>▪ No substantial changes recommended.</li> </ul> </li> <li>○ College Recommendation 9           <ul style="list-style-type: none"> <li>▪ No substantial changes recommended.</li> </ul> </li> <li>● <b>Plans Arising</b> <ul style="list-style-type: none"> <li>○ For item #6, OIE handbook update confirmed at 4 years</li> </ul> </li> <li>● Additional comments regarding typos, grammar, tone, voice, etc. are welcome as they are observed.</li> </ul>
5.	<p><b>Proposed Midterm Report Timeline</b></p> <ul style="list-style-type: none"> <li>● Y. Grigg will be going to shared governance committees in September to solicit their feedback about the report in advance of approval votes.</li> <li>● A vote for ASC approval is planned for the 10/16 meeting.</li> <li>● A vote for Academic Senate approval is being planned at the 11/18 meeting, which means the report needs to be submitted before November 4. Y. Grigg will submit it by October 30.</li> <li>● A vote for PCC approval is planned for the 11/21 meeting. Y. Grigg will submit the report by October 21 and present it to PCC members on the October 24 meeting in anticipation of the November vote.</li> <li>● Any recommendations by the approving bodies will be forwarded to the President for a final decision about what to forward to the Board.</li> </ul>
6.	<p><b>2019-2020 Meeting Dates</b></p>

	<p>The proposed dates for the year are: 9/25, 10/16, 11/27, 1/22, 2/26, 3/25, 4/22, 5/27, 6/24 All dates are the fourth Wednesday of the month, except the month of October.</p>
7.	<p><b>Announcements</b> Opening Day is tomorrow, Thursday, August 22. Bring canned goods and other nonperishable items to donate to Stash, the student-run organization</p>
8.	<p><b>Adjournment</b> The meeting adjourned at 12:37 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>