

## ACCREDITATION STEERING COMMITTEE

Members Present: Brown, Brooks, Chiriboga,  
McNeil, Morones, Nesta, Nette, Satele,  
Wangler

A regular meeting of the Cuyamaca College Accreditation Steering Committee was held on November 3, 2006 in Room F106.



<u>Agenda Item</u>	<u>Discussion</u>
<i>1. Approve Minutes</i>	The minutes were approved. M/S/A Marron/Morones.
<i>2. Review of Team Compositions</i>	The group discussed the membership list as it pertains to the anticipated visit by the WASC team and the possible list of interviews to be conducted. The membership list was updated accordingly. It was also decided to invite those who may have been absent for a period of time to review the drafts and solicit their input. If the Standard chairs determine the membership needs to be updated, please let the Steering Committee co-chairs know.
<i>3. Feedback re Standard I &amp; II</i>	<p>The purpose of this agenda item was to have an open discussion on critiquing of Standard I and II by the group. An interactive group discussion ensued and some general items were addressed as follows:</p> <p>K. Brooks commented that when referencing survey items use the response comparison sheet rather than the individual survey lists.</p> <p>The group discussed where district-wide planning should be mentioned, including</p>

Inter-departmental efforts between the two colleges. Both Standards I & IV will review for possible inclusion. The Theme essays will also address these topics.

A question surfaced on the cut-off date for references cited in the standards. If the intention is to include items in the Spring, then include, otherwise leave out. If you know you have plans to put into motion in the future, but after Spring, then state in the standard that "we are planning" or "it is scheduled".

Another question surfaced on how to answer the Standard IB6&7 concerning evaluation mechanisms regarding planning effectiveness. The co-chairs agreed to meet with the Standard I committee after the meeting to address this area of concern in more detail.

The following reviewing comments were addressed by the group for Standard II:

1. Standard IIC concerning SLOs was to rewrite evaluation section and state how the SLOs have been met and how the college has plans to increase involvement. Part of the SLO recommendations should include an interest in inviting an assessment consultant to be available for an upcoming staff development workshop.
2. Standard IIB description: Include Faculty Handbook revision of SLOs- have SLOs mentioned in syllabus template.

It is important to inform the visiting team on what has been accomplished, and the intention of the college to include the assessment cycle in the SLO process. Avenues are being explored to focus on assessment activities, and the college recognizes these as integral aspects of SLO implementation.

**4. Review: Standard III & IV**

A copy of Standard III and IV was distributed to the group and a deadline of 11/27/06 was determined for the group to return critiques for these standards.

**5. Demographics Draft**

The group went through the demographic

profile and discussed certain areas to be edited and adjusted. The group was instructed to read through the demographics profile and bring forth any concerns at the next meeting. K. Brooks indicated her intention to place the demographics profile in appropriate parts of the self-study.

The co-chairs informed the group that a production team for the Accreditation self-study would be established to include graphics design, etc.. for the final version of the self-study to be sent to WASC.

***6. Fall Accreditation Forum***

There will be an Accreditation Open Forum on 11/15/06 at 2:30 in E103 and the Chairs/Co-chairs of each Standard will be given approximately 3 minutes to summarize their standard.

The self-study time lines were proposed at a recent meeting with Grossmont representatives and will be presented at the forum.