

ACCREDITATION STEERING COMMITTEE

Members Present: Brown, Chiriboga, Cole, Ford, Gonzales, McNeil, Morones, Nette, Riley, Perri, Satele, Wangler

Also Present: Beth Appenzeller

Members Absent: Johnson

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



Agenda Item

Discussion

1. Approve Minutes

The minutes were approved as submitted. M/S/A with one abstention.

2. Survey Updates

D. Cole updated the group on the Staff and Faculty Survey results. The final tally will be released on Monday and the information will be e-mailed to the Committee. She also indicated that the student surveys to randomly selected classes will be distributed next week with a February 16 deadline.

3. Review Team Compositions

The Committee composition was updated as follows:

Steering Committee - Gene Morones will be replacing Vangie Meneses

Standard I: Please remove Rocky Rose and Duncan McGehee

Standard II: Teresa McNeil will now be the designated administrator on IIB and M. Wangler will follow-up on the status of Mary Graham on this standard. Vangie Meneses, Chair of Standard IIB has been replaced temporarily by Marsha Fralick, and the committee seeks direction of faculty co-chair for this standard.

Standard III: The co-chairs of Standard III are Arleen Satele and Donna Riley and the co-

chairs of sub-committees are:

- IIIA & B: Arleen Satele
- IIIC: Madelaine Wolfe and Donna Riley
- IIID: Donna Riley

Standard IV: Tim Phillips has been removed from the committee.

4. Standard Updates

Standard I: Gerri Perri indicated the committee is reviewing and rewriting the current mission statement. The group will follow the protocol of shared governance procedure to adopt a mission statement for the Accreditation Self-Study. She also indicated an Ad Hoc Committee has been established to rewrite the mission statement. The group's goal is to have the revised mission statement presented for Board approval.

The group is continuing to look at the next component of the self-study - evaluations.

Standard II: Teresa McNeil briefed the group on the following. The group had exchanged drafts of each sub-section and has another read around scheduled for later this month. With the recent departure of the Standard IIB chair, the draft from this area is a little behind the timeline.

Standard III: Arleen Satele reported that the drafts were done for all four sub-sections under this standard. She is in the process of setting up a meeting next month with the group. Donna Riley observed that the group now has ownership of the content and there is stability in the subcommittee groups.

Standard IV: Jan Ford relayed some challenges the group is experiencing. Information is being compiled from the District. This standard work group is currently working with Dana Quittner on areas involving District input.

5. Draft Review Timelines

Identify Draft for Review: The Steering Committee co-chairs polled the group for the read around of the submitted drafts. The consensus was to schedule the drafts of Standard I and II for the March 3rd meeting. C. Chiriboga and M. Wangler will work on a critique form to accompany the reviewing of the drafts.

Refine Drafts (Focus on Evidence): C. Chiriboga would like the committee to focus on the following when reviewing the drafts:

- Completeness
- Evidence
- Coherence

In light of the drafts to be reviewed by the next meeting the Chairs on these Standards indicated the following with their drafts:

Standard I: Kathryn Nette indicated that Part A was not clear due to the revamping of the missions statement, but Part B was okay.

Standard II: Teresa McNeil reported to the group to focus on IIA and C that IIB is still being fine tuned.

M. Wangler directed the committee to have their "*Guide to Evaluating Institutions*" accessible when reviewing the drafts.

Begin Evaluation Section: The results of the Survey data should be available for the Standard groups by the end of March for inclusion in their Evaluation sections. The anticipated timeline for description and evaluation drafts is prior to summer. This would give the committee the summer to review and refine the draft and the fall semester to concentrate on the recommendations. C. Chiriboga stressed the need to use a standard introductory sentence for all evaluations sections:

- College **meets** standard
- College **exceeds** standard
- College **partially meets** standard

6. Other

Mapping: C. Chiriboga distributed a component of the Standard IV section to include mapping. The handout listed areas overseen by the District. She asked the committee to review the list and to forward to Dana Quittner any other items that should be included.