
ACCREDITATION COMMITTEE MINUTES

**Coast Community College District
Regular Meeting of the Accreditation Committee
Date: January 15, 2009 3:30 p.m.
Board of Trustees Office Conference Room, Bldg. B
1370 Adams Avenue, Costa Mesa, CA 92626**

Procedural Matters

1. Call to Order – Chair Mary Hornbuckle called the meeting to order at 3:30 p.m.
2. Members in Attendance – Trustee Mary Hornbuckle, Chair, Trustee Lorraine Prinsky, Vice Chair, Student Trustee Michael Battistone, Interim Associate Vice Chancellor Joyce Black, and Christian Teeter, Manager of Board Operations/Assistant to the Chancellor.
3. Public Comment

At this time, members of the public have the opportunity to address the Board of Trustees on any item within the subject matter jurisdiction of the Board. Persons wishing to make comments are allowed five minutes per item. A "Request to Address the Board of Trustees" card needs to be completed and filed with the Manager of Board Operations prior to speaking.

Please note that the Board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the Board that are not on the agenda may, at the Board's discretion, be referred to staff or placed on the next agenda for Board consideration.

The Board requests that the public speak on matters which are on this agenda at the time that the item is considered by the Board.

It is the intention of the Coast Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the Coast Community College District will attempt to accommodate you in every reasonable manner. Please contact the Manager of Board Operations at, (714) 438-4848, at least 48 hours prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

The Accreditation Committee of the Board of Trustees met on January 15, 2009 at 3:30 PM in the Board of Trustees Conference Room. Present were: Trustee Mary Hornbuckle, Chair, Trustee Lorraine Prinsky, Vice Chair, and Student Trustee Michael Battistone. Also attending were Interim Associate Vice Chancellor Joyce Black, and Christian Teeter, Manager of Board Operations/Assistant to the Chancellor.

The meeting was called to order by Chair Mary Hornbuckle at 3:30 PM.

The Committee discussed leadership positions. Trustee Mary Hornbuckle was selected as Chair and Trustee Lorraine Prinsky was selected Vice Chair.

The Committee discussed terms of office. Chair Mary Hornbuckle will serve from December 2008 to December 2010. Vice Chair Lorraine Prinsky will serve from December 2008 to December 2011.

Ms. Joyce Black discussed a number of the items that had been submitted to the Accrediting Commission. She commented on Bill Andrews, Chair of GWC's accrediting committee who had provided feedback to her on various items that would be submitted to the accrediting commission. Ms. Joyce Black also provided the Committee with materials related to Recommendation 11, for Orange Coast College.

Ms. Joyce Black reminded the committee that the colleges, not the District, are accredited. She noted that the recommendations of the accrediting commission will go to the campus' committees for review. Ms. Mary Hornbuckle noted that it made sense to have delineation of authority spelled out in terms of the colleges and the District office. Ms. Joyce Black noted that Coast's colleges have more autonomy than most that she had seen.

Ms. Joyce Black commented on Coastline's accreditation report. She provided Student Trustee Michael Battistone a short update on the accreditation matters concerning the District.

Ms. Joyce Black described sample policies used from other districts, and the California Community College League, that she used to draft a Board Policy related to Delegation of Authority to the College Presidents.

Ms. Mary Hornbuckle commented on Ms. Joyce Black's draft policy Delegation of Authority, related to "other duties" and suggested it be added to the policy that the Board consider concerning delegation of authority to the College Presidents. The committee made additional edits to the policy in preparation for the January 21, 2009 Board of Trustees' meeting.

Trustee Mary Hornbuckle commented on the importance of updating the committee of accreditation issues.

Trustee Ms. Mary Hornbuckle and Student Trustee Mr. Michael Battistone commented on the issue of student inclusion in the Chancellor's Cabinet.

The committee discussed the possibility of student inclusion in the Chancellor's Cabinet. Dr. Lorraine Prinsky inquired as to the best way to include students in the Chancellor's Cabinet, in terms of Participatory Governance – Ms. Joyce Black suggested a broad recommendation could be evaluated District-wide.

Ms. Joyce Black discussed the Board's policy on Student Role in Governance. She discussed Accreditation Standard IV for Leadership and Governance.

Ms. Joyce Black indicated that this committee could make a formal recommendation. Ms. Mary Hornbuckle noted that she could make a verbal report on this matter at the upcoming January 21, 2009 Board of Trustees meeting. Ms. Mary Hornbuckle noted that she would state that there had been an issue raised – and that the committee discussed it as it relates to accreditation and would strongly suggest student participation at the District level. Ms. Mary Hornbuckle also noted that the Committee was not making a motion to that effect, in order to avoid conflict with Accreditation Standard IV, Leadership and Governance.

The Committee discussed the possibility of asking campus representatives to address and report to the committee.

The Committee set February 2, 2009 as its next meeting to review accreditation reports that are being filed by the colleges and which are due on March 1. The time was set at 3:30 PM.

The Committee discussed future accreditation activities. The next visit would take place in 2013, indicating that work would resume on this issue in 2011-2012.

4. Adjournment

There being no further business, Chair Mary Hornbuckle adjourned the meeting at 4:47 P.M