
ACCREDITATION COMMITTEE MINUTES

Coast Community College District
Special Meeting of the Accreditation Committee
Date: February 24, 2010 3:00 p.m.
Board of Trustees Office Conference Room
1370 Adams Avenue, Costa Mesa, CA 92626

Procedural Matters

1. **Call to Order-** The meeting was called to order by Chair Hornbuckle at 3:02 p.m.
2. **In Attendance** – Chair Mary L. Hornbuckle; Vice Chair Lorraine Prinsky, Ph.D.; Chancellor Ding-Jo Currie, Ph.D.; Interim Associate Vice Chancellor of Education Services John Breihan; Orange Coast College President Dr. Dennis Harkins; Golden West College President Wes Bryan; Coastline Community College Vice President of Instruction Cheryl Babler; Orange Coast College Vice President of Instruction Melinda Nish; Golden West College Vice President of Instruction Dr. Lois Miller; and Secretary of the Board of Trustees Dr. Christian Teeter.

3. **Opportunity for Public Comment**

There were no requests to address the Committee during Public Comment.

4. **Approval of Minutes: Meeting of December 7, 2009**

On a motion by Dr. Prinsky and seconded by Chair Hornbuckle, the Committee approved the Minutes of the December 7, 2009 Accreditation Committee Meeting with one change.

Motion carried with the following vote:

Aye:	Ms. Hornbuckle and Dr. Prinsky
No:	None
Absent:	None

5. **Review and Receipt of Coast Community College District Response for Midterm Report to the Accrediting Commission of Community and Junior Colleges (ACCJC)**

Dr. Babler reported that there had not been any significant changes to the Coastline report since December 2009 and added that the District's input is needed on page 23 of the report. Dr. Babler indicated that there was some slight re-wording to page 125 concerning Recommendation #6, and that a Resolution was added in this section. Dr. Currie suggested that language be added noting that a policy would also be developed: "The District has established a task force as a follow up to the Resolution adopted to establish a Board policy on Ethical Conduct." Finally, Dr. Babler reported that there was some slight re-wording on page 27. Committee members and staff discussed the review

and revision of policies that have occurred over time. Chair Hornbuckle requested that Board Secretary Teeter submit a list of revised policies to all in attendance.

Dr. Miller advised the Committee that Golden West College's reports would be enhanced with new and improved graphics. She provided the Committee with an overview of the college's activities concerning the various recommendations. Dr. Miller added that the report had been edited and supporting evidence added, but overall the report did not have significant changes. Chair Hornbuckle acknowledged that the report had been in "good shape" at the December meeting.

Staff and Committee members discussed consistency of reports. College staff members discussed coordination efforts to ensure consistency in report language prior to submission to the Board of Trustees.

Ms. Nish provided an update to the Committee on the Orange Coast College report. She reported that the Committee had the third draft, and that significant feedback had been received in the review process. Ms. Nish provided the Committee with an overview of language and graphics in the college's report. Dr. Harkins expressed his appreciation for the level of review that occurred on the campus. Ms. Nish agreed to adjust Recommendation #11 and reduce its size. She indicated that she would refer to page 30 of Coastline College's report for reference in making the revision to Orange Coast's report.

Staff agreed to provide updated reports to the Board Secretary in advance of the March 3, 2010 Board of Trustees meeting.

6. Review and Discussion: Accreditation Timetables After Midterm Reports

Dr. Currie advised the Committee that we should hear feedback from the ACCJC this summer, possibly in July 2010. Ms. Nish reported that the ACCJC will be visiting Orange Coast College in April 2010. Dr. Currie noted that in 2012, all three colleges will be gearing up for the self-study report for the next round of Accreditation. Ms. Hornbuckle asked if the Committee could help prepare for a visit in April 2010. Ms. Nish indicated that the ACCJC may wish to speak to a Trustee, perhaps the members of the Accreditation Committee.

7. Set Future Meeting Dates

There were no new meeting dates set by the Committee at this time.

8. Adjourn

There being no further business, it was moved by Dr. Prinsky and seconded by Chair Hornbuckle to adjourn the meeting.

Motion carried with the following vote:

Aye:	Ms. Hornbuckle and Dr. Prinsky
No:	None
Absent:	None

The meeting adjourned at 4:20 p.m.

Secretary of the Board of Trustees