
ACCREDITATION COMMITTEE MINUTES

Coast Community College District
Special Meeting of the Accreditation Committee
Date: April 17, 2012 at 3:30 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 3:31 p.m.

2. **Roll Call**

Trustees Present: Mary Hornbuckle and Lorraine Prinsky
Trustees Absent: None

In Attendance: Coastline College President, Loretta Adrian, Ph.D.; Golden West College President, Wes Bryan; Orange Coast College Vice President of Instruction, Ron Johnson, Ed.D.; Associate Vice Chancellor of Educational Services and Technology, Andreea Serban, Ph.D., and Secretary of the Board of Trustees, Christian Teeter, Ed.D.

3. **Opportunity for Public Comment**

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

4. **Approval of Minutes: Meeting of February 7, 2012**

On a motion by Dr. Prinsky and seconded by Chair Hornbuckle, the Committee approved the Minutes of the February 7, 2012 Accreditation Committee Meeting.

Motion carried with the following vote:

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

5. **Review of Accreditation Timeline**

Dr. Serban walked the Accreditation Committee through the Accreditation Timeline, highlighting dates of interest. She shared that March 18-31 will be the official dates for Accreditation and recommends that these dates be held for Trustee questions. She further announced that there will be a draft by June and a final copy will go to the Board in either October or November to meet the December 1 deadline.

6. **Update on Board Policy and Administrative Procedure Review**

Dr. Teeter and Dr. Serban will be meeting to ensure that all of the CCCD numbering is consistent with CCLC numbering. Dr. Serban informed the Committee that we are

lacking a large number of Administrative procedures and one Board Policy on Board Education. It was determined that Dr. Prinsky and Dr. Teeter will review the policy on Board Education to discuss at the next meeting of the Accreditation Committee.

Dr. Teeter further informed the group that Administrative Procedures will be available online and that revisions to the website should be done by late fall 2012.

7. Discussion on Board Comments on Draft Reports

The members of the Accreditation Committee discussed Board Comments on Draft Reports. The first item discussed were the minutes. The Committee discussed this issue at great length and it was determined that Dr. Teeter and Dr. Serban would meet to determine which sections of the Board Agenda would benefit from a more detailed description in the Board Minutes. It was further determined that the length of the Board Minutes would be placed on the Board of Trustees Agenda for full discussion and consideration.

The next issue discussed was that of the Chancellor's Evaluation. It was determined that the Board Policy on Chancellor's Evaluation will be revisited By Dr. Prinsky and Dr. Teeter to make consistent with the number of times this occurs per fiscal year. Another comment addressed was that of the Board's collaboration with the Chancellor and it was determined that Dr. Serban could add assessments to the reports reflecting the routine collaboration between the Board and Chancellor on Agenda items.

The last item discussed was on Board Ethics and it was determined that Board President Moreno and Dr. Teeter would get together to develop an action plan on self evaluation dissemination and a follow-up on the action plan.

8. Discussion on Accreditation Commission for Community and Junior Colleges Revision of Accreditation Standards

The members of the Accreditation Committee discussed AACJ news. Dr. Serban shared that AACJ had been working on changing Accreditation Standards and the outcome of these discussions was that Accreditation will remain as is. Dr. Serban further informed the Committee that AACJ will be taking suggestions on different standards.

9. Set Future Meeting Dates

June 27, 2012 at 3:30 p.m. was set as a tentative meeting date.

10. 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:	Trustee Hornbuckle and Dr. Prinsky
No:	None
Absent:	None

The meeting adjourned at 4:50 p.m.

Interim Secretary of the Board of Trustees