
ACCREDITATION COMMITTEE MINUTES

Coast Community College District
Special Meeting of the Accreditation Committee
Date: March 13, 2013 at 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 Trustee Hornbuckle at 3:02 p.m.

2. **Roll Call**

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

In Attendance: Vice Chancellor of Educational Services and Technology, Dr. Andreea Serban; Board Secretary, Ms. Julie Frazier-Mathews; Orange Coast College Vice President of Instruction, Dr. John Weispfenning; Coastline College Vice President of Instruction, Dr. Vince Rodriguez, and Golden West College President, Mr. Wes Bryan.

3. **Opportunity for Public Comment**

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

4. **Approval of Minutes: March 13, 2013**

On a motion by Trustee Hornbuckle and seconded by Trustee Prinsky, the Committee approved the Minutes of the March 13, 2013 Accreditation Committee Meeting as corrected.

Motion carried with the following vote:

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

5. **Preparation for Accreditation Visits**

Dr. Serban informed the Committee Members that the accreditation visit schedules were still emerging but should be coming together with the appointment of a District Chair. The Committee then discussed the tentative accreditation visit schedules.

Trustee Hornbuckle requested that the current reception schedules be provided to the Board of Trustees and asked that Ms. Frazier-Mathews send out save the date messages to the Trustees for each event, by the end of the business day. Trustee Prinsky volunteered to attend the Golden West College Exit Report interview and Trustee Hornbuckle volunteered to attend the Orange Coast College Exit Report interview. Trustee Hornbuckle advised that the Trustees would work together to assign a Trustee to attend the Coastline College Exit Report interview and Dr. Serban suggested that the exit interviews be recorded.

The Committee recessed at 3:25 p.m. and reconvened at 3:27 p.m.

Trustee Hornbuckle shared that the accreditation team had requested copies of meeting recordings and that the District was providing these recordings to them.

Dr. Serban presented the District Functional Map to the Committee Members. The Committee then discussed Board Policies, Administrative Procedures, and Minutes.

The Committee discussed the different Student Learning Outcomes at each campus.

7. Set Future Meeting Dates

a. Planning for Future Committee Meetings

The next meeting of the Accreditation Committee was scheduled for Monday, April 8, 2013 at 3:30 p.m.

b. Possible Board Meetings Regarding Action Taken

The Committee discussed possible Board Meetings regarding action taken. Trustee Prinsky shared that the Chancellor would like to schedule a Board Retreat.

Trustee Hornbuckle thanked everyone involved in the preparation for the accreditation visits.

8. Adjourn

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

Motion carried with the following vote:

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

The meeting adjourned at 4:04 p.m.

Secretary of the Board of Trustees