
ACCREDITATION COMMITTEE MINUTES

Coast Community College District
Regular Meeting of the Accreditation Committee
Date: November 12, 2013 at 3:00 p.m.
Board 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 3:00 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; District Director Marketing and Public Relations, Dr. Martha Parham; Student Trustee, Mr. Tanner Kelly; Coastline Faculty, Ms. Ann Holliday; Coastline Vice President of Instruction, Dr. Vince Rodriguez; Golden West College President, Mr. Wes Bryan; Orange Coast College President, Dr. Dennis Harkins; Executive Director of Coast Federation of Educators, Mr. Bob Fey; Orange Coast College Faculty/Public Relations Coordinator, Ms. Georgie Monahan; Golden West College Administrative Director of Research, Planning, and Institutional Effectiveness, Dr. Kay Nguyen; Coastline Faculty, Dr. Gayle Berggren; Coastline Academic Senate President, Dr. Pedro Gutierrez; Academic Senate President, Ms. Denise Cabanel-Bleuer; Coastline Faculty, Ms. Margaret Lovig; Golden West College Criminal Justice Dean, Mr. Ron Lowenberg; Orange Coast College Dean of Fine Arts, Mr. Joe Poshek; Orange County Register Reporter, Ms. Lauren Steussy; Orange County Register Reporter, Mr. Ryan Cooley, and Board Secretary, Ms. Julie Frazier-Mathews.

3. **Opportunity for Public Comment**

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

4. **Approval of Minutes: September 10, 2013**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Committee approved the Minutes of the September 10, 2013 Accreditation Committee Meeting.

Motion carried with the following vote:

Aye: Trustee Hornbuckle and Trustee Prinsky

No: None
Absent: None

5. First Draft Responses to ACCJC District Recommendations 1, 2, 3, 4 and Commission Recommendation 1

Dr. Serban introduced the first draft responses to ACCJC District Recommendations 1, 2, 3, 4, and Commission Recommendation 1. She explained that it was a preliminary draft and advised that modifications would continue through the end of January 2014.

Dr. Serban reminded the Committee that a workgroup had been given the task to prepare responses to the ACCJC District Recommendations and Commission Recommendation. She further shared that the second draft would be presented at the January 14, 2014 Meeting of the Accreditation Committee, an updated draft would be presented at the February 5, 2014 Meeting of the Board of Trustees, and a final draft would be presented for adoption at the February 19, 2014 Meeting of the Board of Trustees.

Dr. Serban described the various ACCJC Recommendations and the work that was planned or had been completed to meet the recommended changes.

The Committee discussed and provided further insight on each recommendation except Commission Recommendation 1 and District Recommendation 5. Dr. Serban shared that a conclusion for Recommendation 1 would be completed in January after the completion of the associated Board Policy and Administrative Procedure review. She further explained that District Recommendation 5 was specific to Coastline and not a focal point for the March report deadline.

6. Updates From the Colleges on Work Underway to Respond to College Specific Recommendations

Each college provided a status report on the work that had been completed to respond to the various College Specific Recommendations.

Dr. Rodriguez walked the Committee through Coastline's timeline and progress on responding to College Specific Recommendations 1, 2, 3, 4, 5, and 6. He shared that all but Recommendation 5 had plans drafted. Dr. Rodriguez stated that Coastline was meeting the standard but was asked to improve effectiveness. He indicated that further analysis was required.

Mr. Poshek presented on behalf of Orange Coast College and described the work that had been completed to respond to Commission Recommendation 2. Dr. Harkins and Mr. Poshek indicated that several strategies had been implemented to respond to Recommendation 2. Mr. Poshek further shared that in January of 2014 the final report would be combined with the District report and presented to the Board for approval.

Dr. Nguyen provided a status update on Goldenwest College Specific Recommendations 1, 2, 3, 4, 5, and 6. She explained that Recommendation 1 did not require a progress update by March 15, 2014, however a Staffing Plan Committee had been formed by the Director of Personnel Services. Dr. Nguyen indicated that plans

had been developed for Recommendations 2, 3, 4, 5, and 6 and she was confident Goldenwest College would be compliant by March 2014.

7. Update on Schedule, Process, and Progress for Revising Current Board Policies and Administrative Procedures and Creating New Ones as Needed

Dr. Serban shared that she hoped to present a four year Policy and Administrative Procedure Review schedule at the December 11, 2013 Meeting of the Board of Trustees. She further indicated that the current policy and review effort presented an opportunity to learn and refine the process for timely review of Board Policies and Administrative Procedures.

8. Proposed Changes in Title 5 Regulations Related to Meeting Accreditation Requirements

Dr. Serban shared that Title 5 regulation changes would be discussed at the November 13, 2013 Meeting of the Board of Governors. She clarified that the proposed changes were important because they would elevate the authority of the State Chancellor to appoint a Special Trustee to Districts that were in eminent jeopardy of losing their accreditation. Dr. Serban explained that the appointed Trustee would take over the Board and have sole decision making authority until the District resolved the issues(s). Trustee Hornbuckle advised that the District observe the outcome of the proposed changes.

9. Future Meeting Dates:

January 14, 2014 at 3:00 p.m.

10. Future Agenda Items

a) Draft Responses to ACCJC Recommendations

11. 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