
ACCREDITATION COMMITTEE AGENDA MINUTES

Coast Community College District
Regular Meeting of the Accreditation Committee
Date: Tuesday, April 1, 2014 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.
2. **Roll Call** -

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

In Attendance: Dr. Andreea Serban, Vice Chancellor of Educational Services and Technology; Dr. Kay Nguyen, Golden West College Administrative Director of Research, Planning, and Institutional Effectiveness; Mr. Ron Lowenberg, Golden West College Criminal Justice Dean; Ms. Julie Frazier-Mathews, Secretary of the Board/District Director of the Office of the Board of Trustees; Dr. John Weispfenning, Orange Coast College Vice President of Instruction; Dr. Andrew Jones, Chancellor; Dr. Vince Rodriguez, Coastline Vice President of Instruction, and Mr. Gregg Carr, Golden West College Academic Senate President.

3. **Opportunity for Public Comment**

There were no requests to address the Accreditation Committee.

4. **Approval of Minutes: January 14, 2014**

On a motion by Trustee Prinsky and seconded by Trustee Hornbuckle the Committee approved the Minutes of the January 14, 2014 Accreditation Committee Meeting.

Motion carried with the following vote:

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

5. **Final Accreditation College Follow-up Report Submitted to ACCJC**

Dr. Serban pointed out that Attachment 2 was an addendum to the Orange Coast College (OCC) 2014 Follow-up Report District Recommendation Number 3, and that the remainder of the content of the report was the same as the one adopted on February 19, 2014.

Dr. Serban addressed GWC Recommendation Number 6. She clarified that there was a District - wide 5 years look out. In addition, she indicated that there was a plan to provide District-wide frame work relative to budget to be made available to the Golden West College (GWC) team to reinforce the concept of District-wide financial planning and how each college fits into that. This would be available for Golden West College before April 8, 2014.

Dr. Nguyen updated the Committee on the GWC Recommendation 6. She indicated that in the follow up report GWC had a preliminary Enrollment Management Plan that was written in 2011; however, it did not include all the FTES with apportioned money. Currently GWC had looked at FTES vs. how much money was received in revenues. Dr. Nguyen confirmed that the Enrollment

Management Plan would address 2000 and 2007, and for everything else GWC had until 2015 to fully address the Recommendations.

Dr. Serban suggested having a MOU with CCA similar to the one that was signed by CFE last October. She recommended having it completed before April 11, 2014.

Additional information was added to Coastline's (CCC) report as there was ongoing discussion about full-time faculty.

6. Letters from ACCJC Received by the Colleges Related to Follow-up Visits Scheduled for April 8 and 9, 2014 and Preparation for On-site Visits

Dr. Serban reviewed the follow up visit team rosters for OCC and CCC and indicated that the visiting schedule had not been finalized, however, they would be meeting with the Board on Wednesday morning.

Dr. Jones announced that the Board Members' meeting may be with Dr. Kanto and Dr. Parry. He informed the Committee that there was a question raised whether the meetings would be on an individual basis or with the entire Board.

7. Proposed Changes to Accreditation Standards

Dr. Serban reviewed the proposed changes to the Accreditation Standards handout.

She pointed out that under Instructional Programs Number 12 there must be SLO in communication competency, information and quantitative competency, and analytic inquiry skills. The ability to engage diverse perspective in the current Standard requirements was that SLO be defined at a program level.

Dr. Serban continued with Page 10 under Human Resources Number 2. This section covered what needed to be in the job description for faculty, which was that all faculty job descriptions include development and review of curriculum as well as assessment of learning. Dr. Serban continued with Number 6 Human Resources. On Page 11 Number 7, Dr. Serban mentioned that it was now cleared as it now mentioned both full-time and part-time faculty. She continued with Number 9 and stated that it was a new standard that did not exist before; this standard was about sufficient and stable with an emphasis on stable. She added that on Page 13 under Liabilities, Numbers 11-15 was a new section

Dr. Serban continued with Standard IV and informed the Committee that this standard had gone through significant changes. She continued that under Governing Board new language had been added, and a new section had been added, along with new language under Multi-College Districts or Systems.

Dr. Serban reviewed the Eligibility Requirements for Accreditation handout and pointed out that the expectation was that a substantial portion of the programs actually lead to degrees, and a significant proportion of students were enrolled in them. She stated that our District had a much larger number of certificates than the number of degrees stated in the catalogs. She mentioned that a high percentage of our students were enrolled in basic skill courses such as Math, ESL, and English. These basic skill courses do not qualify as degree applicable courses. Dr. Serban pointed out that in the California Community College system the issue was that remediation was using a large percentage of our resources. The Committee members also discussed AB 86.

Dr. Serban indicated that these Standards would go into effect upon adoption, so they are expected to be adopted and go into effect in Fall 2014. We would be evaluated against these standards in Spring 2016. She mentioned that ACCJC would adopt an accreditation cycle of 7 years rather than 6 years so our next visit would be Spring 2020. She pointed out that in the handout it mentioned that the Commission had agreed to work on a new definition of "reaffirmation of accreditation" that would distinguish the high performing institutions.

The Committee discussed that this was subject to the interpretation of the Accreditation Team evaluating us, depending on what was substantial to them. Ms. Hornbuckle indicated that the

ACCJC needed to define what was a substantial portion and what was a significant portion. She also commented on the last line of the handout of the Eligibility Requirements for Accreditation handout under "degrees".

Dr. Serban announced that ACCJC had a public hearing scheduled on April 28th at Los Angeles Mission College.

Dr. Serban ended with Eligibility Requirement Number 4 by pointing out that the Chief Executive Officer refers to the College.

8. Future Agenda Items

The Committee requested the following items to be added to the July 15, 2014 Committee Meeting agenda.

a) Reports and the Decision of ACCJC

9. Future Meeting Date

The Committee agreed to meet on the next scheduled Accreditation Committee meeting Tuesday, July 15, 2014 at 3:00 p.m.

10. 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 3:59 p.m.

Secretary of the Board/
District Director of the Office of the Board of Trustees