



Modesto Junior College  
Accreditation/ Institutional Effectiveness Committee  
Meeting Minutes  
January 22, 2010

**Present:**

Dr. Karen Walters Dunlap, Co-Chair, Vice President of Instruction  
Michael Adams, Co-Chair, Academic Senate President  
Adrienne Peek, Faculty Curriculum Committee Co-Chair, President Elect, Academic Senate  
Dr. Bob Nadell, Vice President of Student Services (Student Services Administrator)  
Antoinette Herrera, Student Services Administrator  
Wendy Griffiths-Bender, Yosemite Faculty Association Appointee  
Curtis Martin, Faculty Program Review Liaison  
Brian Sanders, Dean of Science, Mathematics, and Engineering  
Jenny Netto, Faculty Accreditation Co-Chair  
Gary Whitfield, Vice President of College and Administrative Services  
Dr. Ken Hart, Director of Research and Planning  
Mark Anglin, Dean of Agriculture, Environmental Sciences, and Technical Education  
Letitia Miller, California Schools Employees Association Appointee  
Sarah Mesenhimer-Johnson, California Schools Employee Association Appointment  
Pauline Rosado, Associated Students of Modesto Junior College Appointee  
Heather Townsend, Recorder

**Absent:**

Dale Phillips, Faculty Career and technical Education Liaison

1. Check-in
2. KWD revisited the self-study timeline with the committee. KWD stated that we are on schedule according to our self-study timeline. KWD distributed a list of tri-chairs assigned for the accreditation self-study. The AIE Committee, also known as the Steering Committee, thoroughly analyzed and discussed appointed tri-chairs. It was noted that the following positions need to be filled:
  - Standard IA-Classified (B. Nadell elected to take the administration position)
  - Standard IB-Classified
  - Standard IIB-Faculty
  - Standard IIIA-Classified and Administration
  - Standard IIID-Classified
  - Standard IVA-Administration

3. KWD discussed sending out a mass email on behalf of the Steering Committee to invite persons to participate on the standards writing teams. The members of the writing team will work to investigate and write a response to the standards as a team. KWD is waiting on word from ACCJC about scheduling a training date for the members of the writing teams to attend. KWD believes a training date may be scheduled with ACCJC sometime at the end of February. The first tri-chair meeting is scheduled for Monday February 1. The Steering Committee will meet with the tri-chair members on February 1 to go over the tri-chairs roles and responsibilities in writing the self-study, review the timeline for report submission to the commission and discuss the next steps in the process.
4. A. Peek announced to the committee that a program review conference is scheduled for the end of February. KWD will research the date and then notify C. Martin and B. Nadell (since they may attend) the correct date and conference information.
5. A. Peek presented an Assessment Work Group update. The Assessment Work Group had its first meeting in January. The group sketched out a rough timeline to help integrate planning and budget and program review. The Assessment Work Group plans, as a project, to finalize the timeline. A. Peek announced that she is also working on an SLO document that will be finalized and emailed to L. Miller for placement in the 2010-2011 catalog.
6. M. Adams discussed planning and budget. The Planning and Budget Committee is asking divisions to start budgets at zero and work up from there, this is known as "zero based" budgeting.
7. B. Sanders updated the committee on the status of GE SLOs. The GE SLOs are almost finished and ready. They were developed against standards set forth in Title five for general education. B. Sanders will finalize the formatting of the SLOs and forward them on to the Curriculum Committee. The GE SLOs task force will also research general vocational outcomes from other colleges and present the results at the next AIE meeting. B. Sanders also gave the committee an update on PRNet. PRNet may be up and fully functioning the beginning of April 2010. A PRNet committee will start meeting on a weekly or bi-weekly basis. The committee members will be the following persons: K. Hart, B. Sanders, C. Martin, and a student services representative determined by B. Nadell.
8. KWD announced the recent substantive changes from G. Boodrookas for Patterson. KWD forwarded it to ACCJC for review and is waiting to hear back.
9. Check-out