Modesto Junior College

Accreditation Council Notes

**October 13, 2016**

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| **Members** | **Representing** | **Present** | **Absent** |
| **Brenda Thames, Chair** | **Administration** | √ |  |
| **Curtis Martin**, **Co-Chair** | **Academic Senate President** | √ |  |
| **Ellen Dambrosio**, Librarian | **Academic Senate** |  | √ |
| **Theresa Stovall,** Professor - English | **Academic Senate** | √ |  |
| **Nancy Sill,** Professor - Business | **Accreditation Faculty Co-Chair** |  |  |
| **Kevin Alavezos,** Professor – Office Administration | **Academic Senate** | √ |  |
| **William Tumblin,** Student | **ASMJC** |  | √ |
| **Abdul Khan,** Student | **ASMJC** |  | √ |
| **Tanya Smith,** Program Specialist | **CSAC** | √ |  |
| **Julie Trejo,** Financial Aid Technician | **CSEA** | √ |  |
| **Kristina Godinez,** Accounting Analyst | **CSEA** | √ |  |
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| **Amanda Cannon,** Accreditation/Assessment | **Recorder (Non-Voting Member)** | √ |  |

1. **Call to Order**

The meeting was called to order at 2:35 p.m.

1. **Approval of Agenda**

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| **Action Item:** |

Approved by consensus

1. **INFORMATIONAL ITEMS**
   1. ALO Update
      1. Self-Evaluation

Three writers working on the self-evaluation. Jennifer Hamilton is writing to Standard I, Brenda Thames is writing to Standard II, Standard III is a collaborative effort between district and the colleges, and Jill is writing to Standard IV. Brenda will research the status of Standard III and report back to the group. Nancy Sill is the new faculty co-chair in accreditation. Brenda is hopeful a first draft will be ready in December for Accreditation Council review. Integrated planning is a huge part of the process. Curtis reports that program review is 88% complete in the instruction areas. Student Services program review is in process. It was suggested that a short announcement be sent institution wide to educate on the process of accreditation and the process we must follow. The council will develop a FAQ sheet to distribute to each division for discussion during division meetings. Curtis Martin will develop the questions and work with Nancy Sill & Julie Trejo to draft answers. Amanda and Brenda will draft division meeting scripts for the Council to review prior to division meetings. Curtis suggested that we showcase a video to present on Institute Day. He will provide examples for the next meeting. Amanda will schedule a meeting for AC to meet before November 4th.

* + 1. EMP

First two phases of planning are complete. The next phase is compiling feedback of the major themes and creating project action plans.

* + 1. Substantive Change Proposals

A substantive change proposal cannot be submitted 6 months prior to a site visit. The BA sub change will be submitted in February 2017.

1. **OTHER**
   1. Role of the Council

Curtis Martin and Kevin Alavezos would like to present to BBSS at their division meeting in November. Amanda will contact Jennifer Hamilton.

1. **ADJOURNMENT**

Next meeting, November 10, 2016; MM Conference Rm A; 2:00-3:00pm