



**Accreditation Council
Minutes
March 18, 2019, 3-5p.m.
Building E-112**

Approved 9/16/19

MEMBERS

Name	Representing	Present	Absent
Dr. Sonja Lolland	Administration	X	
Michael Hooper	Full-Time Faculty	X	
Lisa Storm	Academic Senate/Full-Time Faculty	X	
Vacant (VPAS)	Administration		
Dr. Romero Jalomo	Administration	X	
Dr. Brian Lofman	Administration	X	
Dr. Willard Lewallen	Administration	X	
Alma Arriaga	Confidential		X
Dr. Lisa Fischler	CSEA	X	
Julie Silveira	CSEA		X
Vacant	L-39		
David Beymer	Full-Time Faculty	X	
Mark DeHart	Full-Time Faculty		X
Chris Moss	Full-Time Faculty	X	
Dr. Ann Wright	Full-Time Faculty	X	
Linda Rios	Part-Time Faculty		X
Ryan Gloria	Associated Student		X
David Ramirez	Associated Students		X

Others

Name	Title or Representing	Present	Absent

CALL TO ORDER & INTRODUCTIONS

Sonja Lolland/
Michael Hooper

Meeting called to order at 3:03 pm.

ACTION ITEMS

1. Consider Approval of Minutes of February 25, 2019
Motioned (Moss), **Seconded** (Beymer), unanimously approved.

Michael Hooper

INFORMATION/DISCUSSION/PRESENTATIONS

1. Debrief on Accreditation Team Visit

Sonja Lolland

Dr. Lolland requested feedback and ideas from the visit and writing of the ISER.

Opportunities for improvement:

Moss: Consistency needed regarding screen captures for evidence.

Lofman: Greater number of meetings for the writing team to get together as a large group in order to touch base with everyone and answer any questions. Mr. Hooper advised that it would be helpful, should information be provided to the team leads, for the instructions be reviewed prior to queries being made.

Lofman: Time set aside after the large meetings for team leads to meet with their members.

Storm: Have the correct people assigned to specific standards (e.g., SLO Coordinator and O&A Committee should have been included in her team).

Storm: Team members had difficulty collecting evidence and then writing narrative. Dr. Lolland shared that we may consider sending narrative and evidence to small committees for review.

Storm: Two out of the three ACCJC interviewers did not ask her questions that had anything to do with why she was there (e.g., as Academic Senate representative and CPC representative).

Fischler: For future consideration, we need to think about site visits when we have Soledad campus and Castroville site.

Jalomo: In one of his interviews, it took time to explain to the visiting team member that we moved from student discipline files to Advocate (software program). We need to consider how to convey this information.

Lofman: Team chair sets ground rules for forums.

Hooper: A lot of work had to be done at the end of the ISER writing/editing, which is due to timelines not being met. Dr. Lewallen advised that we started early, but the end timelines were too far out. We can avoid this for our next ISER by setting our end timelines earlier, so we won't be rushed at the end. We can also set an earlier date for "snapshot in time," which means that we would not worry about catching evidence that happens after the time that we set.

What went well:

Moss: Interviews with the ACCJC team were positive.

Lofman: Our quick responses for all aspects (e.g., evidence requests, accommodations, etc.) were acknowledged by the team chair.

Lolland: ACCJC team members were impressed with our student ambassadors and the campus tours.

Lofman: Our people were better prepared for this visit; more information was shared than 7 years ago.

One last point made by Dr. Lewallen: The focus of the Mid-Term will be on the improvement recommendations.

OTHER ITEMS/BRIEF ANNOUNCEMENTS

1. New Accreditation Basics Course (On-line) <http://www.accjc.org/>
New members must complete the course and email their certificate of completion to Dina at dhayashi@hartnell.edu.

2. Reschedule May 20, 2019 Meeting
Dr. Lolland inquired if council members had a preference to change our May meeting, as it is currently scheduled during finals week. No one objected to the current schedule, so we will keep as is.

3. Dr. Lewallen advised that we will be doing the governance evaluations soon.

4. Dr. Lewallen will be on the next meeting's agenda to review Commission Updates.

NEXT MEETING(S)

- April 15, 2019
- May 20, 2019

ADJOURNMENT

Meeting adjourned at 3:50 p.m.]

Sonja Lolland/
Michael Hooper