****

**SRJC Accreditation 2015**

**Accreditation Steering Committee Meeting**

**September 20, 2013**

**8:30am – 9:50am**

**Doyle Library, Room 4246**

**Attendees:** Frank Chong, Mary Kay Rudolph, Ricardo Navarrette, Jane Saldana-Talley, Doug Roberts, Micca Gray, Sarah Hopkins, Scott Conrad, Julie Thompson

1. **Welcome and introductions (5 min.)**

Dr. Chong gave a brief welcome and affirmed the absolute importance of accreditation. All present introduced themselves and listed any standard they were serving on, and indicated if they have been on an accreditation visit in the past. The group was reminded of the difference between the Steering Committee members (by position) and the Standard Committee Liaisons (by appointment to the workgroup).

1. **Review of Deadlines -** All

* Survey input due **Sept. 30**
* Internal first draft (committee as a whole reviews and revises) due **Oct. 28**
* First draft due for Wanda and Mary Kay’s reading due **Dec. 2**

1. **Progress reports from Liaisons**

Steering committee members who are also serving on individual standards gave updates:

Standard 1 – Jane Saldana-Talley

Standard 2A – Mary Kay Rudolph

Standard 2B – Ricardo Navarrette

Standard 2C – Micca Gray (as co-chair of standard; for Cherry Li-Bugg)

Standard 3A – Sarah (as co-chair of standard; for Karen Furukawa)

Standard 3B - Tony Ichsan (not required to be present at this meeting; will attend future steering committee meetings)

Standard 3C – Scott Conrad

Standard 3D – Doug Roberts

Standard 4 – Julie Thompson (as co-chair of standard; for Mary Kay Rudolph)

1. **Updates: Reports from the State and ACCJC –** Mary Kay Rudolph

MK provided an update on the latest standard revisions being considered by the ACCJC.  A copy of the potential standards under consideration was shared and the group was directed to the ACCJC Web site.

1. **Revision of Accreditation Standards for 2015 –** Mary Kay Rudolph

See #4 above.  Based on her recent participation on an Accreditation External Evaluation Team, Jane also confirmed what is being told to visiting team members who attend training.

1. **Review of Accreditation Website and SharePoint (10 min.)** See <http://www.santarosa.edu/accreditation2015/index.php> and SharePoint link (lower right of Accreditation homepage)

Robert Thompson and Liko Puha shared the Accreditation Web site and the SharePoint Web site.  Quite impressive!

1. **Relationship of Strategic Planning and Accreditation Self Evaluation (10 min)** – Jane Saldana-Talley

Jane and Mary Kay confirmed that strategic planning and accreditation are a perfect combination, particularly for Standards 1 and 4.  Jane shared the Lib Guide and encouraged everyone to look there for already-pulled sources of evidence.

1. **Surveys: Updates, ideas, requests for accreditation surveys of SRJC students, employees, due to KC Greaney (cc’d to Wanda and MK) Sept. 30**

KC Greaney reminded the group of survey guidelines, the purposes and the need to review the questions to update.  Suggestions are due to her by Sept. 30 and to the college community in October.  Survey results will be incorporated into Draft 2 of the Self Evaluation Report.

1. **Questions? Concerns? What can we do to help?**

No questions and attendees were thanked profusely for their participation.

1. **Future Meetings - Fridays from 8:30-9:45 a.m.**

Meetings dates and expected attendees were reviewed.

* **Oct. 18: Standard Liaisons and Co-Chairs**
* **Nov. 15: Joint meeting of Steering Committee and Standard Liaisons**
* **Dec. 20: As needed**
* **Spring 2014** (plan for joint meetings unless indicated otherwise in follow-up emails)**: Jan. 17, Feb. 21, April 18, May 16**