ACCREDITATION STEERING COMMITEE
MINUTES

Mission Statement: *Cypress College transforms lives through lifelong learning with educational opportunities including transfer to four-year institutions, associate degrees, certificates, and a baccalaureate degree. We are dedicated to forging academic and career pathways to support the achievement of our students, enhancing their economic mobility, fostering equity, and enriching society.*

September 7, 2022
CC-PLEX 414 / Zoom Link*
3:00 p.m. - 4:30 p.m.

Roll Call:
Committee members present as indicated by (X).
*Co-Chairs / NV=non-voting

Administration		Faculty	
JoAnna Schilling, President	X	Jill Bauer*, Faculty Chair	X
Stephen Schoonmaker, VPAS	X	Damon de la Cruz, Senate President & Standard IV	X
Kathleen Reiland, VPI	X	Liana Koeppel, Past Faculty Chair	X
Paul de Dios, VPSS	X	Annette Letcher, Standard I	X
Bryan Ventura*, ALO		Vacant, Senate President Elect	
Gisela Verduzco*, Standard II	X		
José Sanchez, Standard III	X		
Associated Students		**Classified**	
Krystofer Bagunu, Student Rep.	X	Belinda Allan, Classified Rep.	X
		Kristi Valdez, Confidential Rep.	X

Alternates/Guests: Leslie Palmer, Treisa Cassens, Eileen Haddad, Taylor Anderson-McGill, Kristina Oganesian, Marc Posner, Colin Preston, Tony Maher, Maha Afra, Jane Jepson, Craig Goralski, Kathy Wada, Tori Felipe

I.   **CALL TO ORDER:** Chair, called the meeting to order at 3:05 p.m.

II.   **APPROVAL OF AGENDA: N/A**

III. **APPROVAL OF MINUTES: N/A**

IV.   **ACTION/DISCUSSION ITEMS:**
   A. **Review of Accreditation Steering Committee Charter** – Jill shared that a Shared Governance Workgroup has been created as part of the Accreditation Steering Committee to work on a Shared Governance Handbook. The handbook will include

* For the full zoom meeting invitation, email Jill Bauer (jbauer@cypresscollege.edu) no later than 24 hours before the meeting. Be advised the meeting will be recorded.

documents to support it (i.e., template for a Charter, templates for meeting minutes and agendas, etc.). She also stressed that this is a pilot and has not yet been approved but it was put together to assist with how the committee will do business. Jill went over a few items on the Charter including the membership composition and, meeting procedures. The Committee will operate by consensus and at any time a member may make a call and ask for indication of agreement. Thumbs up (agreement), thumbs sideways (support for the good of the whole), and thumbs down (don't agree) decisions will be made. If there is still disagreement, the discussion will continue to try to come to consensus however, a vote by majority may need to be done for the sake of forward progress.

B. **Proposed Guiding Principles for Self-Evaluation Discussion**- Jill shared that Liana and Phil included Involvement, Discovery and Communication as themes for their 2017 ISER. Following their pattern, Bryan and Jill have established principles to include in the current Self Evaluation Process ISER Section and they are (Re) Engagement, Shared Understanding and Stability. Through the three principles, the committee can discuss ways to reengage as a campus with students and staff after the pandemic, offer training on what accreditation is and lastly to discuss what challenges the college has faced and how to rebuild following those challenges. One of the challenges is the data breach. Jill felt it was important to include the data breach to discuss the challenge in a positive way. Damon recommended renaming Stability to Resilience. There was a call for agreement on the principles and all agreed.

C. **College's Understanding of ISER Development Discussion** – Jill read a quote from the ACCJC Guide and reminded the committee that the audience for the report is the peer review team and the committee's job is to work to provide evidence that the college is meeting or exceeding the standards. The committee should look at the standards and ask if they've been met. If not, what is the improvement plan that needs to be put in place?

D. **Possible Topics for the Quality Focus Essay (QFE)** – Jill shared that the QFE is a section of the ISER that presents areas to improve on policy, procedure or practice that will lead to improvement of student learning or achievement outcome at the institutional level. She discussed questions that can assist in determining QFE topics. Some possible QFE topics which are all open for discussion are 1) Professional Development plan for Faculty and Classified Professionals that would meet student preferred learning and service modalities, and 2) Enrollment Management plan that aligns with the Guided Pathways. A QFE team needs to be formed to work on developing the plans.

There was discussion from the committee about including student equity and sustainability. After some discussion, Jill added another bullet, "Holistic service offerings that address student gaps (e.g., student services)".

Jose mentioned looking at Digital Transformation for future Technology integration. Craig said he would like to see the college move from being reactive to proactive. Dr.

Schilling suggested the committee ask "How are we going to be the college we want to be in five years?" Jill said she would take all the suggestions and notes from today's meeting to come up with a proposal for the next meeting.

E. Standard Evidence Needs and Questions – Chair, tabled until the next meeting.

V.   ALO and CHAIR REPORT: N/A

VI.   ITEMS from the FLOOR: N/A

VII.   ADJOURNMENT: Meeting closed at 3:59 p.m.

Respectfully submitted: Tori Felipe