



ACCREDITATION STEERING COMMITTEE 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.*

April 19, 2023
 CCCPLX-414 / [Zoom Link](#)*
 3 - 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	
Kathleen Reiland, VPI	X	Liana Koeppel, Past Faculty Chair	X
Paul de Dios, VPSS	X	Annette Letcher, Standard I	
Bryan Ventura*, ALO	X	Kathleen McAlister, Academic Senate President Elect	X
Celeste Phelps, Standard II	X		
José Sanchez, Standard III	X		
Associated Students		Classified	
Krystofer Bagunu, Student Rep.		Belinda Allan, Classified Rep.	X
		Kristi Valdez, Confidential Rep.	X

Alternates/Guests: Eileen Haddad, Leslie Palmer, Kristina Oganessian, Allison Coburn, Jane Jepson, Margaret Mohr, Treisa Cassens, Tony Maher

- I. **CALL TO ORDER:** Chair, called the meeting to order at 3:19 p.m.
- II. **APPROVAL OF AGENDA:** Approved
- III. **APPROVAL OF MINUTES:** Approved
- IV. **ACTION/DISCUSSION ITEMS:**

A. Peer Review Feedback –

* 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.

1. **Standard III** –Jill opened the floor to comments on the Standard III & IV review and thanked the committee for their patience with III and IV as her and Bryan have been populating both the document and the evidence as they receive them. They are still lacking a few standards in III.D and IV.A. There were a few comments/suggestions about clarity of evidence as well as suggestions on possible things that can be used as evidence for Standard III.A and III.B. While reviewing III.C, Jill asked the committee if something should be added to the draft regarding the District’s need to review their technology plans. After the comments and discussion, it was decided to reach out to the District or work with Cherry to provide evidence and explanation for why the documents have not been updated and reflect that in the ISER and give them an opportunity to respond. Jill shared that III.D still has gaps and she hopes to have it done by the end of the week.
2. **Standard IV** – Jill said IV.A will be finished and ready for review, hopefully by tomorrow. There was some discussion and suggestions to language changes in IV.C. Jill said that a meeting is scheduled with Cherry and the IV.D folks from Fullerton to give them an opportunity to provide more evidence and expand in that area. Jill asked if there were any comments on the information that is currently in the draft under this section and there were none. Jill thanked everyone for their feedback and said she will be reaching out to those affected by the updates that she’s making to III.D and IV.A.

V. ALO and CHAIR REPORT:

- A. **ISER Draft and Campus Forum** – Jill said the first draft will be sent to the campus on Monday, April 24 and said there will not be time to incorporate all the feedback. Along with the draft, a survey will be sent so people can provide feedback on the draft. An invitation will also be sent to the Campus Forum which will take place at the first May meeting. Jill asked for suggestions on what to include in the survey as well as the forum.
- B. **DFM Update** – Jill shared the District Function Map with the committee and said that it has not been approved as there are still some minor edits that need to be made however, Fullerton College and Cherry have signed off on it so it’s not far from being approved. It is currently available in the Canvas site and once approved, Jill will ask Cherry where the approved version should live on the District site. It will also be added it to our Accreditation site.
- C. **QFE Update** – Jill shared there is officially some drafts of the QFE and team will meet tomorrow to continue the work.

ITEMS from the FLOOR: JoAnna thanked Jill and Bryan for all of the work they have done in their role in leading the Committee. Jill in turn thanked the Committee for all of the information they have provided to her and Bryan.

VI. ADJOURNMENT – 4:28 p.m.

Respectfully submitted: Tori Felipe