



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.*

March 20, 2024
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	
Scott Thayer, 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			
Associated Students		Classified	
Ashlynn Smith Asharri, Student Rep.		Belinda Allan, Classified Rep.	
		Kristi Valdez, Confidential Rep.	

Alternates/Guests: Kristina Oganessian, Daisy Ramirez, Tony Maher, Maha Afra. Treisa Cassens, Eileen Haddad, Kellori Dower, Leslie Palmer, Marc Posner

- I. CALL TO ORDER:** Chair, called the meeting to order at 3:02 p.m.
- II. APPROVAL OF AGENDA:** Approved
- III. APPROVAL OF MINUTES:** No prior minutes to approve
- IV. ACTION/DISCUSSION ITEMS:**

- A. Welcome Dr. Thayer** – Jill officially welcomed Dr. Thayer to the Accreditation Steering Committee.

* 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.

B. Governance Groups: Charters Update & Self Evaluation Process – Jill shared with the committee, the spreadsheet, which can be found in SharePoint, of the various Governance groups. Jill stated there are only five groups which have not created a charter. She asked for assistance with following up with those groups which include, Associated Students, Dual Enrollment Steering Committee, Faculty Prioritization, Safety Committee and Sustainability Committee. There was some discussion about whether some of the workgroups really are ongoing or one-time groups.

C. Improvement Plan Updates

- a. **Catalog Coordination Process I.C** – Kathleen Reiland reported that Cherry Li Bugg has expressed support for the Catalog Coordinator position. The Accreditation Steering Committee will follow up with a recommendation to support the funding for this position.
- b. **AUOs and Institutional Effectiveness Committee I.B** – Jill shared a draft of a charter that she and Bryan drafted for the IEC and are requesting that the committee read and give feedback/input because this will be a new committee that is created and they would like to get consensus before moving forward. They mapped out and found four major areas that the committee would do which include, Accreditation, Campus Services Program Review including administrative unit outcome assessment, supporting the Institutional Research Office for strategic planning, and maintaining the governance and decision making handbook.
- c. **Technology Plans and Guidelines III.C** – Jill and Bryan went through the ISER and listed all technology plans and guideline and listed the year they were last revised. Jill will take the information to the Campus Technology Committee to get input as to what stays and what goes. She will also ask that the District items to DTC so they can recommend revision to any District related documents.

V. ALO and CHAIR REPORT:

A. Meet and Greet and Open Forum Recap – Jill shared the meet and greet open forum went well and she thanked everyone who participated. She said there will be another open forum during the site visit in September.

B. Additional Evidence Requests Overview – Jill said additional evidence requests were made and those were loaded onto SharePoint in a red folder for transparency.

C. Peer Review Status – Jill shared that she along with Bryan and Scott, received an email this week stating that the Peer Review Chair would like to meet with them next week to go over core inquiries. This means there are core inquiries, but they don't know what they are until they meet with the Review Chair.

VI. ITEMS from the FLOOR – Jill announced there is an ACCJC event on May 9 and 10 and Cypress is sending a team. Jill, Bryan and Scott are attending and Scott said the list of attendees is still being finalized. He also mentioned that it's local and is a great opportunity to show representation.

Jill asked everyone to please complete the anonymous self-evaluation for the Accreditation Steering Committee that was sent out on May 4.

VII. ADJOURNMENT – 4:01 p.m.

Respectfully submitted: Tori Felipe