
ACCREDITATION COMMITTEE MINUTES

Coast Community College District
Special Meeting of the Accreditation Committee
November 14, 2011 at 3:30 p.m.
Board of Trustees Office Conference Room
1370 Adams Avenue, Costa Mesa, CA 92626

1. **Call to Order-** The meeting was called to order by Chair Hornbuckle at 3:30 p.m.

2. **Roll Call**

Trustees Present: Mary Hornbuckle and Lorraine Prinsky
Trustees Absent: None

In Attendance: Golden West College President Wes Bryan; Interim Vice Chancellor of Educational Services Dr. Andreea Serban; Golden West College Vice President of Student Success Dr. Fabienne McPhail-Naples; Coast Federation of Educators Secretary Ann Holliday; Golden West College Community Services Staff Assistant Sr, Candy Lundell, Coastline Community College Administrative Director Lois Wilkerson; Golden West College Director, Fiscal Services Louise Comer; Orange Coast College Dean of Math and Sciences Bob Mendoza, Orange Coast College Director of Institutional Research Sheri Sterner; Coastline Community College Accreditation Coordinator Gayle Berggren, and Secretary of the Board of Trustees Dr. Christian Teeter.

3. **Opportunity for Public Comment**

There were no requests to address the Committee during Public Comment.

4. **Approval of Minutes: Meeting of June 9, 2011**

On a motion by Dr. Prinsky and seconded by Chair Hornbuckle, the Committee approved the Minutes of the June 9, 2011 Accreditation Committee Meeting.

Motion carried with the following vote:

Aye: Ms. Hornbuckle and Dr. Prinsky
No: None
Absent: None

5. **Status of Accreditation and Timeline for Institutional Evaluations from Each College**

a) Process, Coordinating and Approach to Developing the Institutional Self Evaluations and Integration of Materials, Writing and Evidence from and about the District

Each college provided a timeline of the accreditation process occurring at their respective campuses. Dr. Serban provided possible study session dates of March 21 and August 1, 2012 for the Board to review the status of the Accreditation Institutional Self Evaluations.

6. Review of Recommendations from 2007 Accreditation Visit

Dr. Serban provided the Committee with status updates of previous recommendations from the 2007 site visit. Extensive discussion occurred regarding Board policy review. Dr. Serban and Dr. Teeter agreed to meet regularly on policy review and to provide routine updates to the Accreditation Committee and the Chancellor on all District policy review activities.

Dr. Serban also noted that additional work would be done to create functional maps for operations at campus sites and the District Office in compliance with one of the recommendations provided.

Trustee Hornbuckle requested that the Board Log be updated to include an annual review of Student Learning Outcomes by the Board of Trustees.

7. Review of ACCJC Policy and Procedures for Evaluation of Institutions

The Committee verified the policy and procedures for the Accreditation Evaluation Exercises. Committee members, Dr. Teeter and Dr. Serban agreed to review additional evaluation material for Board action, including Board Self-Evaluation procedures.

8. Review of Accreditation Standard IV A and Standard IV B

The Committee reviewed Accreditation Standards IV A and IV B.

9. Status of District Policy Review

This was discussed in Agenda Item 6.

10. Set Future Meeting Dates:

- (a) Planning for Future Committee Meetings**
- (b) Possible Board Meetings Regarding Action Taken**

The next meeting of the Accreditation Committee was scheduled for February 7, 2012 at 3:30 p.m.

11. Adjourn

There being no further business, it was moved by Dr. Prinsky and seconded by Chair Hornbuckle to adjourn the meeting.

Motion carried with the following vote:

Aye:	Ms. Hornbuckle and Dr. Prinsky
No:	None
Absent:	None

The meeting adjourned at 4:45 p.m.

Secretary of the Board of Trustees