

## District Accreditation Coordinating Committee

October 2, 2020

Notes (approved 10/28/20)

**Members Present:** Jamey Nye, Julie Oliver, Adam Karp, Kim Harrell, Brian Robinson, Gayle Pitman, Frank Kobayashi, Albert Garcia, Bill Simpson, Emily Bond, Bernadette Anayah, Amy Strimling, Julie Olson, Betty Glycer-Culver, Steven McDowell. **Guest:** Francis Fletcher

The Deputy Chancellor welcomed everyone, introduced the DAS President as the ALO Faculty Liaison, and the agenda for today's meeting was reviewed and approved.

### Review Timeline

The Accreditation Timeline was reviewed and accepted by the committee. It was noted that the colleges will finish their ISER drafts in spring 2021, and then in early fall constituency feedback will be gathered and any necessary adjustments will be made to the ISER before submitting it to the Board of Trustees for approval in Nov 2021.

**College Reports** – the representatives from each campus reported on their activities as follows:

- ARC: Work happening this semester; Standard teams are set. ARC ISER Project Team Charter and Membership: <https://igor.arc.losrios.edu/ProjectCharter/Details/15>
- CRC: Canvas course, teams set, sessions held, standards starting to work; gather evidence, analyze and draft in spring  
<https://docs.google.com/document/d/1XD8eafifdR7-JZMeiYWjiGsXj-3Vqxr3reKuGis0dg/edit?usp=sharing>
- FLC: Teams set, they have GoogleDocs for each standard and teams inputting evidence; working on a first draft  
<https://drive.google.com/drive/u/1/folders/1V6EvszETWAQb9GsaOwjAo3ySKtzjcVgD>
- SCC: Teams working with liaison system; steering team holding office hours every other week so tri-chairs can stop by for questions

### Surveys

Campus climate survey-ACCJC wants to see reports and surveys just as part of college affairs not necessarily because of accreditation. It is not this group's responsibility to initiate surveys. District Office of Institutional Research indicates that past survey results are available on the website.

## **Draft Functional Map**

The committee briefly reviewed and discussed the implications of the Los Rios Community College District Function Map for 2020 ACCJC Standards which is intended to illustrate how the colleges and the district manage the distribution of responsibility by function as it pertains to the 2020 ACCJC Accreditation standards. The Function Map includes indicators that depict the level and type of responsibility as follows:

**P = Primary Responsibility:** Primary responsibility indicates leadership and oversight of a given function. This primary leadership may include design, development, implementation, assessment and planning for improvement.

**S = Secondary Responsibility:** Secondary responsibility indicates support of a given function. This support may include some levels of coordination, input, feedback, or communication to assist the primary responsibility holders with successful execution of their responsibility.

**SH = Shared Responsibility:** Shared responsibility indicates that the District and the College are mutually responsible for the leadership and oversight of a given function, or that they engage in logically equivalent versions of a function. This leadership may include design, development, implementation, assessment and communication processes.

**N/A = Not Applicable:** Not applicable indicates that a specific standard does not apply to either the College or District and therefore neither has responsibility.

It was requested that the committee review the document, and let the co-chairs know if there are any changes needed. It was noted that: any primarily DO items first draft of language will be completed by the co-chairs and team; language should be used by all colleges as common processes with evidence; and analysis and evaluation will be left to colleges.

It was also noted that (1) VPAs are concerned about how to approach district level process; standard IV Board and multi-college district should have shared language; (2) baseline common evidence from district, colleges may have additional evidence to share; process piece should be the same, but evaluation/analysis done by college; (3) the ACCJC website contains a document that maps out all the evidence that the visiting team may evaluate; (4) the co-chairs will identify primarily district and shared areas; there is interest in seeing the Quality Focus Essays topics generated at each campus; and (5) any concerns about the timeline or map should be shared with the co-chairs.

Future Meetings Dates/Times—October 28 and November 30

GoogleDoc with membership lists

<https://docs.google.com/document/d/1vDHAeYUdNUajhgs5zg5mDDzsgcV46nD5XkUeayYP04I/edit?usp=sharing>