

# ACCREDITATION OVERSIGHT COMMITTEE MINUTES

WEDNESDAY, MARCH 13<sup>TH</sup> 2023 | 2:00PM – 3:00PM

Zoom (<https://smccd.zoom.us/j/88204688932>)

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## MEMBERS PRESENT

Andrea Vizenor, Carla Grandy, Daniel Keller, David Lau, Fauzi Hamadeh, Monique Nakagawa, Natalie Alizaga, Olivia Viveros, Todd Windisch

## MEMBERS ABSENT

Alex Guiriba, Eddie Flores, Enzo Ferriera, Erica Reynolds, Joseph Martinez, Kohya Lu, Kristi Ridgway, Richard Storti, Rob Dean, Robert Gutierrez, Stephanie Martinez, Tarana Chapple, Yoseph Demissie

## 2:00-2:10

### Call to Order, Agenda Approval, Minutes Approval | Monique

- Called to order at 2:02pm

## 2:10-2:20

### ALO Update

- Monique submitted information related to DE Substantive Change to ACCJC for the Department of Education to identify if 50% or more of our students could be considered Distance Ed. Submitted programs that are more than 50% online, and about 98 programs were listed. Analysis found that about 2/3 of our students are DE. Returned template we need to complete topics such as adequate resources for DE delivery and PD training for faculty and staff. Do not know when information is due.

## 2:20-2:25

### Old Business

- Working on developing SmartSheet for committee chairs to remind them to update websites.
- No update on compendium of committees.

## 2:23-3:00

### New Business

- ISER Workshop debrief (held March 12, 2024, 9am-12pm)
  - Breakout groups for how to explore standard and identify and self-evaluate with the standard in mind.
  - Noted that the Mission is not the Mission Statement, so when reflecting we should consider what our mission is and whether we are fulfilling our standards.
  - Hoping Standards leads can lead teams through the process.
  - ACCJC is looking for a document that is shorter than in previous years (about 75 pages) and resembles the Midterm Report. Need very specific pieces of evidence, such as meeting and retreat minutes, campus pages, etc.
  - Standards are outcomes oriented, not process oriented. Could acknowledge what we plan to do differently, but not too focused on inaction. What needs to drive exemplification is outcome.
- ISER Staff Structure and Roles
  - Could have Standards Team Leads who reach out to others on campus to provide evidence for Standard, not necessarily having large teams overall.
  - Faculty compensation – may fall under Todd's purview, but want to discuss summer compensation.

- Classified – will definitely look into compensation for responsibilities as lead.
- ISER due December 15, 2025
- Team ISER Review, March 2026
  - Establishes lines of inquiry for visit
  - Result: Core Inquiries Report (received in Spring; site visit mid-Fall)
- Focused site visit, Fall 2026
  - Final validation of standards
  - Resolution of inquiries
  - Result: Peer Review Team Report
- Look into Modesto Junior College and Columbia College as examples
- Core questions: Who do we serve, How well do we serve them, and How do we know? What do we do to align with the Standard? What are the results of these actions? How effectively do these Standards meet equitable outcomes? What did we learn? What will we do differently moving forward?

**ADJOURNMENT** Meeting adjourned at 2:57pm.

**UPCOMING MEETINGS** April 17, 2024; May 8, 2024

**REFERENCE DOCUMENTS** **ACCJC Accreditation Handbook**  
<https://accjc.org/wp-content/uploads/Accreditation-Handbook.pdf>

**Accreditation Oversight Committee**  
<https://collegeofsanmateo.edu/accredinfo/>

**ACCJC Webinars**  
<https://accjc.org/webinar/>

**The Accreditation Oversight Committee Meeting was adjourned at 2:57pm by Monique Nakagawa. Minutes taken by Natalie Alizaga.**