

ACCREDITATION OVERSIGHT COMMITTEE MINUTES

WEDNESDAY, APRIL 17TH 2024 | 2:00PM – 3:00PM

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

MEMBERS PRESENT

Alex Guiriba, Andrea Vizenor, Carla Grandy, David Lau, Ellie Tayag (for Tarana Chapple), Joseph Martinez, Monique Nakagawa, Natalie Alizaga, Richard Storti, Robert Gutierrez, Stephanie Martinez, Todd Windisch, Yoseph Demissie

MEMBERS ABSENT

Daniel Keller, Eddie Flores, Enzo Ferriera, Erica Reynolds, Fauzi Hamadeh, Kohya Lu, Kristi Ridgway, Olivia Viveros, Rob Dean

2:00-2:10

Call to Order, Agenda Approval, Minutes Approval | Monique

- Called to order at 2:03pm
- Monique introduced PRIE's new Administrative Assistant, Edgardo Molina-Carlos, to the group.

2:10-2:20

ALO Update

- Submitted annual report and fiscal report to ACCJC. Will post to PRIE repository.
- Substantive change reports – submitting a number of reports. Total of 4 programs that are new to Fall 2024, and 2 that are being discontinued.
- Last day to register for ACCJC Conference, May 9-10 in Garden Grove.
- Todd: In AS, presentation from Bianca Rowden-Quince from Skyline College about new language regarding college efforts to minimize bots and fraudulent enrollments. Discussion about what to do to meet standards. Suggestions included two-factor ID. Have not had that conversation yet at CSM. As far as ISER, we will look to District to provide us with the language for that since it is their responsibility, and to ensure unified language across the District. District may be making changes to meet this Standard and may affect students and student-facing programs in the future.

2:20-2:50

Old Business

- Planning Manual Update | Fauzi & Jeremy
 - Moving away from idea of having a planning manual, at least as it stands on as a PDF. Heeju contacting programs to update websites.
- Committee minutes and agendas | Monique
 - Reaching out to committees to update membership, agendas, minutes.
 - Updated PR form will have website maintenance contact information.
- ISER Teams
 - Rearranged Standards. Instead of having 1 team for each Standard, decided to break S2 up into two, 2a and 2b. 2a is related to Instruction and will be chaired by Carla Grandy and Todd Windisch. 2b is related to Services, and will be chaired by Alex Guiriba. Combined S1 and S4, since District handles many details related to S4. Chaired by President, Daniel Keller, and Fauzi Hamadeh. Have not identified candidates for faculty and staff for S3, but administrative chair would be VPAS.

- Struggling to recruit classified staff, especially related to funding. Hope to be able to provide funding for staff to participate.
- Would like student participation in Accreditation activities, and looking for student assistant to work on S2 teams (10/hr week role). Todd: who would be the hiring manager for the student? Monique: PRIE in consultation with Fauzi. May require special skills such as communicating across the District, writing, etc.

ADJOURNMENT Meeting adjourned at 2:30pm.

UPCOMING MEETINGS

- 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/>

Standard 1

https://smccd-my.sharepoint.com/personal/alizaganatalie_smccd_edu/Documents/ACCJC/Standard%201%20Institutional%20Mission%20and%20Effectiveness.xlsx?web=1

Standard 2

https://smccd-my.sharepoint.com/personal/alizaganatalie_smccd_edu/Documents/ACCJC/Standard%202%20Student%20Success.xlsx?web=1

Standard 3

https://smccd-my.sharepoint.com/personal/alizaganatalie_smccd_edu/Documents/ACCJC/Standard%203%20Infrastructure%20and%20Resources.xlsx?web=1

Standard 4

https://smccd-my.sharepoint.com/personal/alizaganatalie_smccd_edu/Documents/ACCJC/Standard%204%20Governance%20and%20Decision-Making.xlsx?web=1

Student Assistant Salary Schedule

<https://downloads.smccd.edu/pr/hr/Student%20Assistant%20Salary%20Schedule%20and%20Employment%20Policy%201-2022.pdf?f=https%3A%2F%2Fsmccd.sharepoint.com%2Fsites%2Fdownloads%2FHRR%2Fapi%2FWeb%2FGetFileByServerRelativePath%28decodedurl%3D%27%2Fsites%2Fdownloads%2FHRR%2Fshared%2520Documents%2FSalary%2520Schedules%2FCurrent%2520Salary%2520Schedules%2FStudent%2520Assistant%2520Salary%2520Schedule%2520and%2520Employment%2520Policy%25201-2022.pdf%27%29>

The Accreditation Oversight Committee Meeting was adjourned at 2:30pm by Monique Nakagawa. Minutes taken by Natalie Alizaga and Edgardo Molina-Carlos.