

2024 Accreditation Steering Committee
Meeting Minutes
Friday October 21, 2022
10:00 a.m.-12:00 p.m. via Zoom

Join Zoom Meeting

<https://fullcoll-edu.zoom.us/j/87474945476?pwd=RVDME4zVFRXZlc5b1pFV1hKNTQ0QT09>

Meeting ID: 874 7494 5476

Passcode: 592797

Attendees:

José Ramón Núñez
Danielle Fouquette
Bridget Kominek
Kim Vandervort
Carlos Ayon
Albert Abutin
Douglas Eisner
Roger Perez
Lisa McPheron
Josh Ashenmiller
Melisa McLellan
Daniel Javier Berumen
Rod Garcia
Dani Wilson
Carolina Santillán

Housekeeping:

1. Call to order
 - a. Meeting called to order 10:01 AM
2. Agenda
 - a. No additional items
3. Review of notes from previous meeting(s)
 - a. Sept. 16, 2022
 - i. Minutes approved – Josh moved to approve minutes; Bridget seconded
 - b. Oct. 7, 2022
 - i. Evidence extravaganza update
 - ii. Minutes approved – Bridget moved to approve minutes; Josh seconded
4. Public Comments
 - a. None
5. Announcements
 - a. None

Old Business:

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1. Functional Map (Update)
 - a. Josh, Danielle, and Roger met to work on the map and prepare to meet with Cypress
 - i. They made great progress; it's not finished yet, but committee members can review and add information
 - b. They will meet with District to present the map afterward
 - i. District may want to add more information or not
 - ii. They'll have a column where they can do this
 1. Again, their function in the map is the role they play regarding FC; for example, they take care of payroll
2. Service Area Outcome project and program review (Update)
 - a. Doug, Bridget, Daniel, and Albert provided a training workshop with student services professionals
 - i. They reviewed the template and received a lot of questions related to accreditation; they would like to know more about what it means and the process
 - ii. Daniel will send out the information again that was shared in the training
 - b. The group is planning on offering a similar workshop to admin and operational support – the tentative date is Friday, Nov. 4th
 - i. Admin services do not need to provide student outcomes
 - c. Daniel's office is offering individual appointments in person or Zoom for data collection needs
 - i. Daniel will be providing training to student services managers on data collection and SAO templates
 - d. Kim shared that the program review training was very helpful
3. Evidence Extravaganza Revised Dates
 - a. Wednesday Oct. 26 8:30-10:00 a.m. on Zoom
 - b. Thursday Oct. 27 2:00-3:30 p.m. in room 510
 - c. Evidence list
 - d. Evidence Extravaganza is offered on Zoom so more people could participate
 - e. Encourage people to attend
 - f. If you won't be able to attend, please let people know what information you'll need
 - g. Classified members will be contacted so they can attend, i.e., Curriculum, ACT
 - h. Invites will also be extended to division office's admins and deans
 - i. Invite all the managers and key people on campus
4. eLumen update
 - a. There are a lot of issues with data not being properly linked in eLumen
 - i. Programs are currently working on annual updates
 1. It's best to contact the representatives from each division so they can go through the data and set it up correctly

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2. Even if the data is set up correctly, the changes do not work retroactively
3. Daniel and José Ramón are in conversations with eLumen to get this fixed; the college paid for the service so eLumen needs to provide the data
- b. The question arose whether the committee should make a recommendation to find better software; for now, they decided to focus on the current problem and try to work things out with eLumen to get the data necessary
5. Evidence Storage options
 - a. Khaoi Mady shared with Danielle the link to an accreditation data storage software (weaveeducation.com) for ISER data and evidence

New Business:

1. QFE topic selection (discussion with possible action)
 - a. Last time ASC identified 4-5 projects that they felt appropriate for the quality focus essay, and took them to shared governance groups for review and endorsement
 - b. At the training meeting, Dr. Gohar Momjian, mentioned that the QFE should focus on what the college wants to work on outside of the standards; however, everything ASC does is based on standards
 - c. Danielle suggested to choose projects that ASC wants to present to the shared governance groups first
 - d. JR provided two wide suggestions – 1) all the efforts that the college has started with DEIA since they have invested some much time and resources on the subject; 2) Guided Pathways, what we have done and where we want to be in five years
 - i. Committee members leaned more toward DEIA than Guided Pathways; they also suggested planning and budget and/or enrollment and re-engagement, program review and planning for non-instructional programs, and student services
 - e. We should decide on a topic soon so we can reach out to shared governance committees in early Spring
2. Writing Team updates
 - a. Kim- Standard 4A
 - i. She shared the process with her workgroups – received good feedback
 1. Issues with catalog schedule (printed and online) came up, particularly in the descriptions of the courses
 - a. Do we offer pre-transfer level courses?
 - b. The catalog does not make evident which courses that transfer, and which do not

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2. She will contact the Curriculum Committee to answer her questions
- b. Bridget
 - i. They have been working on FC's mission statement
 1. They want to find ways to communicate the new mission statement campus wide
 - a. Cards for wallets, website, trifolds, posters, inside cover of the printed class schedule, etc.
 - b. We need to make sure it's accurate everywhere
 - c. They will continue to work on other ideas and will include Campus Communications
 - c. Writing team meeting on November 2nd

Meeting adjourned 12:00 PM

Dates to remember:

Oct. 26 and 27: Evidence Extravaganza

Nov. 28, 2022: First draft of standard sections due to Danielle

Feb. 13, 2023: Second draft of standard sections due to Danielle

March 13, 2023: Completed draft of standard sections due to Danielle

Dec. 15, 2023: Final draft of ISER due to ACCJC

Oct. 2024: Site visit

Fullerton College's Accreditation Philosophy and Goals

The reaffirmation of accreditation process provides an opportunity for Fullerton College to evaluate the effectiveness of its programs, practices, and policies. The college is committed to a self-evaluation that draws on campus-wide engagement at all stages. It will employ a process that facilitates accurate and thorough identification and documentation of best practices at Fullerton College that meet or exceed accreditation standards, as well as noting opportunities to improve. The resulting ACCJC Institutional Self-Evaluation Report will accurately document the nature and substance of Fullerton College and will reflect a broad consensus of faculty and staff.