

2024 Accreditation Steering Committee
Meeting Minutes
Friday March 17 2023
10:00 a.m.-12:00 p.m. via Zoom

Join Zoom Meeting

<https://fullcoll-edu.zoom.us/j/83180290811?pwd=UVVoN0srZUNqRlRvRGVQUWxGK0Vxdz09>

Meeting ID: 831 8029 0811

Passcode: 859305

Attendees:

Danielle Fouquette
José Ramón Núñez
Douglas Eisner
Josh Ashenmiller
Kim Vandervort
Ken Starkman
Melisa McLellan
David Grossman
Roger Perez
Henry Hua
Anita Carlos
Carolina Santillan

Housekeeping:

1. Call to order
 - a. Meeting called to order 10:03 AM
2. Agenda
 - a. Added Item #2 under “New Business” to discuss PBSC membership.
3. Review of notes from previous meeting
 - a. 3 Feb 2023 – Josh moved to approve; Kim seconded.
 - i. Minutes approved under the condition that we will go back to the Zoom recording and clarify what was said under Old Business 1.b.i.1., esp. the conversation of what constitutes an improvement plan or what it means.
 - ii. Minutes approved by everyone.
 - b. 3 March 2023
 - i. Minutes reviewed and approved.
 1. Josh moved to approve; Roger seconded; all approved – Henry and Anita abstained since they were guests.
4. Public Comments
 - a. None
5. Announcements

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- a. Danielle welcomed Henry and Anita. Henry will replace Rod Garcia. Dr. Olivo appointed Daniel as a replacement for Rod temporarily, so Danielle needs to clarify if Daniel will continue to be part of the committee as a resource member. Henry will be working with Josh on Standard III.

Old Business

1. Status of ASC recommendations for improvement
 - a) Committees page
 - i. We got a recommendation last accreditation cycle for FC to share all minutes and agendas on our website. All committees that report to PAC and/or Faculty Senate must submit their materials to the FC Committees page. Some committees are following through with what is expected, but not all. There are committees who also maintain their own webpage.
 - ii. It was suggested for us to remove the option for committees to have their own page – it's just not sustainable to ask different individuals to do specialized work since the college pays professional to do that. This can also provide us with the opportunity to restructure the Committees page.
 - iii. Everyone agreed to send IIC a recommendation. IIC should review and discuss this issue and provide a consistent method of submitting the information to Campus Communications – FC Committees. We also need a method for monitoring the status of those pages so that they are not out of date.
 - b) Student Services program review (Bridget & Doug)
 - i. The outcomes for Student Services are in better shape than we thought. They are basically in three categories:
 - a. Services that have been around for a while and have SLOs that they were already disaggregating.
 - b. Services that have been around, but hadn't developed SLOs in the past that could be disaggregated. They've developed them, but now have to assess.
 - c. Brand new services who had to develop SLOs. They'll need to assess moving forward.
 - ii. Student Services that have identified some outcomes that can be disaggregated, ran some assessments. Some have created improvement plans based on equity.
 - iii. However, an inventory of the outcomes needs to be created and this way, we can meet the requirement and follow up and do what we said we were going to do.
 - iv. Program Review and Planning's goals for the next program review cycle are to create this inventory of outcomes and provide guidance to student

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area programs. The committee is including this as part of their planning process for the next academic year. They have identified some outcomes that can be disaggregated. However, an inventory of the outcomes needs to be created and this way, we can meet the requirement and follow up and do what we said we were going to do.

- v. The team's goals for the next program review cycle are to create this inventory of outcomes and provide guidance to student area programs.
- vi. Danielle is concerned that progress has stalled regarding this work. VPSS was working with student services deans. She will check with Daniel to see where they are at. She would like for it to be ready soon since it should be part of the ISER. She also anticipates a question from the visiting team regarding how we record and keep track of outcomes. We will also check in with Dani and Albert regarding this topic at our next meeting.

2. Roadshow

a) Slides (draft)

- i. Danielle shared the draft they are working on for the roadshow presentations and asked committee members for suggestions and feedback.
 - a. We should give people a brief highlight of your standard – we want them to be motivated to read the draft. Our goal is to obtain questions and feedback. The feedback will be shared with everyone.

b) Tentative Dates

- i. Associated Students 1:30-3:00 Tuesday April 18 (Josh and Kim) Tentative
- ii. Faculty Senate 3:00-5:00 Thursday April 20 (Danielle and Josh) Tentative
- iii. Classified Senate 10:00-11:00 Tuesday April 25 (Kim, Roger, Bridget)
Confirmed
- iv. PAC 2:00-4:00 Wednesday April 26 (José Ramón and Danielle) **Confirmed**
- v. The schedule is important because the ISER is going to be released at that time. Danielle will provide the ISER to Dr. Olivo before it goes public.
- vi. Danielle will do the editing and give feedback to the writers. She'll investigate hiring an outside editor. For now, the writing team can also share the draft among themselves and provide each other feedback.
- vii. Danielle will let people know of any changes.

New Business

1. QFE Draft Outline

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- a) Danielle shared the QFE outline and will share the draft with everyone. The topic is the “Integration of DEIA Efforts with the College’s Strategic Plan.” She is also working with Daniel on the data.
 - b) The new program review template has sections on equity outcomes through an equity lens. It is a good idea to review the template and we should ask programs to also discuss this section.
 - c) Danielle will integrate the QFE into the roadshow presentations, but she’ll also talk to Bridget and Mary regarding the program review template.
 - d) Reminder: the QFE needs to be addressed in the midterm report since we need to share the progress.
2. PBSC meeting discussion – governance PAC/PBSC membership proposal
- a) Dr. Olivo proposed in Faculty Senate to include UF, AdFac, and CSEA in the PBSC membership.
 - i. Everyone was cautiously against this recommendation, except for UF faculty.
 - ii. The feeling was that Dr. Olivo didn’t give a clear rationale for the change other than that’s how it worked in her prior college. There were concerns from FS members regarding the membership issues with UF and how individuals will be selected. It was confusing. In essence, this change, if approved, will be adding more voices to the PBSC. UF representatives couldn’t really share how those faculty voices represent all faculty. This is because the Senate appoints every faculty member in a committee. An addition like this changes our governance structure, not just the number of people in the committee. It’s one thing for a president to change the committee of her council, but it’s a different one when this is a change of governance that has not gone through the governance process.
 - b) Recommendation for our next meeting: Roger and Josh will look at the standards and see how the issue is relevant to specific standards and will bring back their finding to the next meeting. We can decide then if we need to make an actual recommendation.
3. Committee Meetings
- a) Full committee to meet once a month, on the first week. The writing team will meet on their own in the second meeting (third Friday meetings).
 - b) April 7 meeting will be for everyone.
 - c) We also need to start the PE paperwork for the Summer.

Meeting adjourned 11:36 AM

Dates to remember:

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March 20, 2023: Completed draft of standard sections due to due to Weave

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.