

2024 Accreditation Steering Committee
Meeting Minutes
Friday April 7, 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
Albert Abutin
Bridget Kominek
Daniel Javier Berumen
Ken Starkman
Carlos Ayon
Henry Hua
Roger Perez
David Grossman
Melisa McLellan
Lisa McPheron
Carolina Santillan

Presentation Guests: Kim Orlijan and Dani Wilson

Housekeeping:

- 1) Call to order
 - a. Meeting called to order 10:03 AM
- 2) Agenda
 - a. No changes
- 3) Review of notes from previous meeting
 - a. 17 March 2023 (tabled)
 - i. Will postpone until next meeting to give Doug time to add information about what he shared.
- 4) Public Comments
 - a. None
- 5) Announcements

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- a. At 10:50 AM, Kim Orlijan and Dani Wilson will present on the Strategic Enrollment Management Plan

Old Business:

- 1) Status of ASC recommendations for improvement
 - a) Student Services Outcomes Inventory
 - i) The inventory is on OIE's to-do list. They will work on identifying non-instructional outcomes from the program reviews, and they will identify and work with the programs who did not submit any.
 - ii) Danielle asked where this inventory will be housed and the process for updating it. Daniel still needs to discuss it with his team but is open to publishing in OIE's webpage once the inventory is finalized.
 - iii) The committee further discussed where these outcomes can also be housed.
 - iv) The Student Services leadership team can discuss and make the decision. Doug and Albert will present this issue to them in May.
 - b) Committees page updates
 - i) The Campus Collaborative Team made the recommendation for committees to add their annual reports to the Committees page. These are the reports that are shared in PAC and/or Faculty Senate.
 - ii) The main issue at hand regarding the Committees page is how to monitor and make regular updates of the page sustainable.
 - (a) Monthly uploads of agendas and minutes
 - (b) Annual uploads
 - (i) Beginning of academic year: Reviewing mission statement and membership
 - (ii) End of academic year: Uploading annual committee reports
 - (2) Bridget suggested for ASC to make a recommendation to PAC and FS. The recommendation should have different parts.
 - (i) Make it a requirement for all committees to maintain their websites through the Office of Campus Communications' standard template.
 - (ii) Remind them that the Integrative Planning Manual has these expectations and requirements. PAC and FS leadership should ensure that committee chairs know and understand these requirements.
 - (iii) Kim's suggestion of monthly reminders to committees.
 - (3) ASC members agreed to make a recommendation to PAC and Faculty Senate to share the expectations and requirements with all committee chairs. There needs to be another level of oversight to ensure that this work gets done.
- 2) PAC/PBSC membership proposal
 - a) Dr. Olivo's proposal to add UF representatives to PAC and PBSC

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- i) To what extent do we need to be concerned about what this means to the composition of our shared governance groups?
 - ii) Josh and Roger reviewed their standards and sections, especially Standard 4, to see if there is something relevant to consider.
 - iii) ASC members agreed that this is not an accreditation issue, so they decided to move on.
- 3) Roadshow
- a) Dates
 - i. Associated Students 1:30-3:00 Tuesday April 18 (Josh and Kim) **Confirmed**
 - ii. Faculty Senate 3:00-5:00 Thursday April 20 (Danielle and Josh) **Confirmed**
 - iii. Classified Senate 10:00-11:00 Tuesday April 25 (Kim, Roger) **Confirmed**
 - iv. PAC 2:00-4:00 Wednesday April 26 (José Ramón and Danielle) **Confirmed**

New Business:

- 1) Strategic Enrollment Management (SEM) plan presentation (Dani Wilson and/or Kim Orlijan)
 - a. Enrollment at FC is down. The Strategic Enrollment Management team applied for SEM academy and received it. The team is actively working with coaches to collect data and feedback from departments to “outline strategies and practices to support the college’s efforts to increase student enrollment, retention, persistence, and completion as well as close equity gaps” (taken from .ppt presentation). They also want to align their work with the ongoing work/plans in the college.
 - b. The purpose for the presentation is to share the group’s two goals.
 - i. They have identified and will work on six Targeted Student Enrollment (TSE) groups that saw enrollment decline.
 - ii. They want to create a new participatory governance committee: SEM Committee. The committee is needed to continue this work in a comprehensive and dedicated way.
 - c. ASC Committee Feedback
 - i. David Grossman asked for his athletic coaches and faculty who work with students of color to be invited and/or involved in the SEM Committee so they can share their expertise in the way they recruit students.
 - ii. Danielle shared that there is always a general concern when creating a new committee that needs members. She also asked for clarification on how the SEM work will differ from IIC’s work on the goals and objectives since there are places where the work overlaps.
 - iii. Daniel shared that the work of committees and/or working groups does overlap when discussing topics of enrollment, equity, mission, goals, and objectives, but they do so in different ways. A goal for the college could

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be for these groups to align their work, integrate it, and be better prepared for the next accreditation cycle.

- iv. Josh shared that there is an ongoing trend of enrollment decline that is not due to the pandemic. There is also a great increase in online sections that are being offered. Are we doing the right thing by offering so many online classes? Do they really incentivize enrollment? We will need to look at the data, but what about retention? Students are more motivated to complete their coursework when they are on campus. Online classes are easier to drop.
 - v. Dani suggested that we can look at ways to create a sense of persistence and belonging with online students.
 - vi. Lisa asked if the committee model has been effective in other institutions. Typically, enrollment management work falls on deans and directors who need to think about budgeting and staffing.
 - vii. Dani and Kim shared that other goals of the SEM Committee will be to examine the work that is being done by other groups and committees, make recommendations if needed, and to look at ways where groups can collaborate fiscally and cooperatively.
- 2) Update on Campus Collaboration Team (Tabled)
 - 3) Weave concerns/issues
 - a. The writing team will discuss after the meeting.

Special Note: Only the writing team will meet in second April meeting. Everyone will come together again in the first May meeting.

Meeting adjourned 12:07 PM

Dates to remember:

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.