

Accreditation Steering Committee
January 22, 2013
3:30 p.m. – 5:00 p.m. in Levinson 40
Notes

Review and approve minutes— Done
Today's note taker: Todd Coston

Updates & Status Reports

1. **Report on meeting with PRC, Curriculum, Assessment, and ASC co-chairs** (December 4, 2012)—
Kate and Nan
"Program" being defined not as a department but more along the lines of degrees and certificates and more aligned with Title V.
2. **Special Meeting—Kate (1/29)**
Sonya wants to meet with the committee co-chairs and ASC to facilitate discussion on two key items:
 - Strategic Focus: A synthesis of institutional documents that will guide the work of the college for the next 18 months. Document available at <http://www.bakersfieldcollege.edu/collegecouncil/> under *Strategic Focus Document*
 - Accreditation Recommendations
3. **Report on outstanding Action Items from November 6:**
Action Item 1: (From October 9 meeting) Nan: Curriculum review process and CurricUNET status.
Update: Janet Fulks is working with Sean James to get CurricUNET up to speed. Billy Jo, John and Sharon are working on getting the curriculum side caught up.
Action Item 6: Kate will email the parties responsible Administrator/Champion outlined in the strategic plan asking them for a progress update and to determine a time frame that will ensure their tasks are completed. (See Topic 3 below)
Topics for Discussion, Planning, and Implementation

1. Integrated Program Review final draft (for February 5 meeting with Program Review Committee)—Sue and Kate (emailed December 5, 2012) (*Action Item from November 20*)
Kate will make adjustments we discussed in ASC and send back out to the group for a last look prior to sending to Program Review Committee.
2. Accreditation process evaluation (*Action Item from November 20*)—Kate
Kate is working on the document to be sent on to Lisa Fitzgerald.
3. Oversight and Accountability (Strategic Goal)
 - a. Establish procedure for fulfilling responsibility outlined in Strategic Plan:
"Recommendation 3: Progress on the objectives should be monitored by the Accreditation Steering Committee which should provide an annual report to College Council" (2). See *Action Item 6 above (awaiting approval from Nan)* **Update:**
 - b. Establish procedure for ensuring progress on Actionable Improvement Plans—Nan
Nan (from College Council) - this is getting re-structured.

4. Review and discuss Committee Co-Chairs reports on aligning committee goals with college goals. See *Strategic Focus Document*, page 10, at <http://www.bakersfieldcollege.edu/collegecouncil/>

Wording for committee co-chairs report is not finalized.

5. Preparing for Response to ACCJC recommendations (received late January or February 2013)

We are hoping to hear the final decision late January or early February.

Next Meeting: Joint meeting with PRC to discuss IPR
Tuesday, February 5, 2013, 3:30 p.m. – 5:00 p.m. in Collins Conference Center