Accreditation Community Advisory Committee
Friday, August 23, 2013
Conference Room 1
7:30 a.m. to 8:30 a.m.

Minutes

1. COS Accreditation Response Updates
   a) Accreditation Response Task Force -- team met yesterday. Will meet through October and will dissolve as this is a short-term task force and the work will fall to the committees.
   b) Manuals have been finalized -- team will cross-check board policies and administrative procedures and will review the guide to evaluating institutions prior to the accreditation visit.
   c) Organizational meeting guide -- committees will follow guidelines to match by-laws and membership to the governance manual. Focus has shifted to implementing.

2. Show Cause Report
   a) The document is in the process of being finalized. There are seven sections based on the seven recommendations. Subcommittees are editing/finalizing their relative section.
   b) An evidence team will work on bringing together the evidence.
   c) An editing team is assigned to alignment, context, grammar and consistent voice.
   d) The report will go out to the entire campus community at the beginning of September.
   e) The District will hold town hall meetings each week through September to share the components of the report with the entire campus.
   f) Report will be finalized beginning of October, go to print, and be mailed by October 15.

Closure report

a) The District is required to prepare a closure report in the case that the sanctions are not removed. This is a 10-page document, following a template,
main focus on student completion and maintenance of student records. The District is confident that we will not have to ever use this report as we have developed a strong show cause report and implementation plan.

3. Dialogue and Q&A w/ faculty leaders

   a) COS will be part of 210 connect on September 30
   b) Faculty are engaged and feel a responsibility to the community to resolve the issues.
   c) Dr. Beno met with the Board, but also met with faculty to see how the faculty and staff are handling the response to the show cause sanction.
   d) COS Board of Trustees has been actively involved in the Accreditation process. Asking the right questions, attended a Board training with Dr. Beno, participating in workshops.

4. Next meeting: Friday, September 13, 2013 @ 7:30 – 8:30 a.m.

5. Other