RTF Subcommittee I meeting minutes: 8/23/13

2:00 PM – 4:00 PM

Members in attendance: John Boragno, Dave Bird, Ryan Berry-Souza, Stephanie Collier, Dali Ozturk, Cindy Delain, and Christian Anderson

Members of the committee met to discuss and edit portions of a first draft of the college’s ACCJC “Show Cause” report section titled “Eligibility Requirement 21...” Points of discussion and recommendations generated are summarized below:

1. Several additional examples of the college’s efforts to “expand research capacity” (pg. 3) were generated:
   - Development and establishment of the IRB
   - Hiring of Dr. Ozturk as the Director of Research, Planning and Institutional Effectiveness.
   - The Director of Research, Planning and Institutional Effectiveness has been made:
     - Direct report to the President/Superintendent
     - Member of Sr. Management
     - Member of Institutional Program Review Committee and the Institutional Planning and Effectiveness Committee
   - Purchase of Tracdat
   - Development of the Data Request form
2. Ideas for evidence of SLO development (pg. 3) include:
   - Deployment of Tracdat
   - Increased responsibility of Administrators
   - Development of the 3-year SLO assessment cycle
3. In addition to the development of manuals which document “revised processes” (pg. 3), BPs/Aps have been created and existing policies and procedures are in the process of being evaluated and revised
4. To list of evidence documenting the sustainability of recent changes (pp. 3-4) add: development of timelines which increase transparency and encourage participation across campus constituencies.
5. To list addressing the “need for training on accreditation standards” (pp. 5-6) add:
   - Faculty and administrator attendance at ASCCC Accreditation Institute in Feb. 2013
   - ALO attendance at ACCJC training workshops
6. Efforts to educate community (pg. 5) include:
   - Community attendance at district wide forums
   - Community attendance at “accreditation summits”
   - Community advisory committee formation
   - Posting of accreditation documentation on district website
   - Faculty, staff, and administrator interviews given to the Visalia Times Delta