



Minutes

Accreditation Steering Committee

Date: Tuesday, December 7, 2021

Time: 12:30 pm – 1:30 pm

Location: Zoom <https://cccconfer.zoom.us/j/97564351652>

Attendees: Andrew Burch, Lisa Couch, Julie Cornett, Cliff Davis, Chad Houck, Tyson Huffman, Jaclyn Kessler, Corey Marvin, Yvonne Mills, Heather Ostash, Sharlene Paxton

1. Call to Order

Meeting called to order at 12:31 pm by Corey Marvin

2. Changes/Additions to the Agenda

No changes/additions to the agenda

3. Review Midterm Report

- *Dr. Marvin noted that twelve recommendations came out of the 2012 accreditation visit. ACCJC recently revised their templates and documents and there is now a clear template for the midterm report. Attendees were shown how to navigate the ACCJC website.*
- *There are two types of recommendations in the accreditation review process:*
 - *Institutional Effectiveness*
 - *Compliance – A compliance recommendation is made when an institution is completely out of compliance and not fulfilling a core standard for ACCJC. The midterm report does not address compliance requirements.*
- *In the 2006 self-study, Cerro Coso listed ninety-three self-identified plans for improvement. We will report out on our progress in the next Institutional Self-Evaluation Report (ISER) in 2025.*
- *The one recommendation from the 2018 accreditation visit was an Institutional Effectiveness recommendation to have a process in place to prioritize budget requests when budget requests exceed the amount of funds available. The Budget Request Process and rubric was developed to address the recommendation.*
- *SSSP and CFITs have been working on the two Quality Focus Projects:*
 - *Improve the onboarding of students*
 - *Improve students accomplishing their educational goals*
- *Dr. Marvin reviewed the timeline, template components, expectations, and workflows with all in attendance. He requests clear, concise, and detailed writing. The complete Midterm Report is due to Academic Senate by April 1, 2022.*
- *Evidence is required for all claims made. Cerro Coso will compile all the necessary evidence in February and March 2022.*
- *Dr. Marvin tasked the group with discussing midterm report items with partners and he would like to see something by January 31, 2022.*
- *Dr. Christian is the ACCJC's Chief Commissioner to the advisory group that directs the work of the ACCJC. She suggested that less is more and slimmer documents are preferred.*



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4. Review of Action Items

- *Corey to let Dr. Hancock know about the required review of (and possible revision of) targets for Institution-Set Standards*
- *Accreditation Steering Committee members to discuss Midterm report with partners*

5. Future Agenda Items

6. Future Meeting Dates

Next meeting to occur mid-February.

7. Adjournment

Meeting adjourned at 1:03 pm by Corey Marvin

Meeting Chair: Corey Marvin

Recorder: Lacey Navarro