

**MINUTES
ACCREDITATION COMMITTEE
OCTOBER 24, 2013
1:00 P.M.
PRESIDENT'S CONFERENCE ROOM**

ATTENDEES: Celia Huston; Ed Millican; James E. Smith; Guy Hinrichs; Paula Milligan; Jeremiah Gilbert; Gloria Fisher; Rose King; Sarah Miller; Rick Hrdlicka; Horace Alexander; Susan Bangasser; Haragewen Kinde; Algie Au; Paula Venegas Alvarez; Elaine Akers; Nori Sogomonian; Diane Dusick; Cindy Parish; Girija Raghavan.

Minutes—October 10, 2013

--No minutes taken for this meeting; attached backup materials from this meeting.--

Core Competency Evaluation Report and Recommendations:

Distance Education by Standard--Jack Jackson:

Standard Review: 3A & 3B:

Next Meeting: November 14, 2013, 1:00-2:30 p.m. All meetings will be held in the President's Conference Room, ADSS-207, unless otherwise noted.

ACCREDITATION AND STUDENT LEARNING OUTCOMES COMMITTEE

Accreditation Charge: On behalf of the college the Accreditation and Student Learning Outcomes Committee prepares the campus accreditation self-study, prepares for the accreditation team site visit, follows up on implementation of accreditation recommendations, performs assessments as needed, and prepares any follow-up reports or documentation.

SLO Charge: The Accreditation and Student Learning Outcomes Committee **is authorized by the Academic Senate** the committee monitors the development and assessment process for student learning outcomes in courses, programs, and general education requirements. The committee generates and regularly reviews guidelines and best practices for all aspects of the student learning process.

at least 1 faculty per division (2nd and 4th Thursdays, 1:00 -2:30)

Accreditation and SLO Committee Meeting

AGENDA

10/24/2013

Minutes 10/10/13

Jack Jackson: Distance Education and Substantive Change

Accreditation and SLO Committee Charge

Accreditation Self-Study Schedule

Standard Review: 3A & 3B

NEXT MEETING: 11/14/13

NEXT STANDARDS TO REVIEW: 3D, 1A, & 1B

Application for Reaffirmation of Accreditation

Under the Policy on Commission Actions on Institutions and the Policy on the Rights and Responsibilities of ACCJC and Member Institutions, application is hereby made to the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, for consideration of:

San Bernardino Valley College

for Reaffirmation of Accreditation. In making application, the undersigned, on behalf of the institution, acknowledges that the institution and its representatives are familiar with the Accreditation Reference Handbook of the Accrediting Commission for Community and Junior Colleges, and agrees to be bound by the terms thereof in all matters relating to the consideration of this application.

The institution and its representatives further request and consent to an on-campus visit by an ACCJC External Evaluation Team to assess institutional quality and to report its findings to the Commission. The institution agrees to make available all records and documents that may be material to the consideration of this application.

External evaluation team visits require four days, preferably Monday through Thursday. The External Evaluation Team typically meets on Monday morning to prepare for its visit to the campus beginning either that day or on Tuesday. San Bernardino Valley College last received a comprehensive evaluation visit Monday, October 6-Thursday, October 9, 2008. Please select a first and second choice from one of the available dates: September 22-25, September 29-October 2, or October 6-9, 2014.

We would like to schedule our visit on:

First Choice October 6-9, 2014

Second Choice September 29 - October 2, 2014

The institution will send, 60 days before the visit, one Institutional Self Evaluation Report in print and electronic copy, electronic access to evidence, a current catalog and the most recent class schedule to each member of the external evaluation team. At the same time, the institution will send four copies of the Self Evaluation Report, four current catalogs, and four schedules of classes to the ACCJC office in hard copy, and one digital copy of the Self Evaluation Report, including evidence, on USB Flash Drive, in MS-Word.

I have read the above letter and completed the questionnaire on the reverse side: YES

Signed: Gloria Fisher
Chief Executive Officer

Date: October 7, 2013

Over →
see attached

Accreditation Self-Study Standards Review

Fall 2013

10/24/13	3A and 3B Committee Review 3A Dean's Cabinet
10/31/13	3B Dean's Cabinet
11/6/13	3A, 3B & 3D Academic Senate
11/7/14	3D Dean's Cabinet
11/12/13	Standard 2 Campus Small Group Review: LIB 147 - 12:30 – 1:30
11/14/13	3D; 1A; 1B Committee Review 1A & 1B Dean's Cabinet
11/19/13	Standard 3 Campus Small Group Review: LIB 147 9:00 -10:00
11/20/13	1A & 1B Academic Senate
11/21/13	4A Dean's Cabinet
11/26/13	Standard 1 Campus Small Group Review: LIB 147 - 12:30 – 1:30
12/13/13	Standard 4 Campus Small Group Review: LIB 147 - 3:30 – 4:30
12/4/13	4B Dean's Cabinet
12/5/13	4A & 4B Academic Senate
12/9/13	All Revised Standards due to Committee Co-Chairs

Spring 2014

1/6/14	Draft to Editor
1/17/2014	Draft e-mailed to Committee
1/23/14	Review Draft in Committee
1/27/12	Draft e-mailed to Campus
2/5/14	Draft Review in Academic Senate
2/6/14	Standard 1 Open Forum: Revisions due to editor by 2/18/14
2/21/14	Standard 2 Open Forum: Revisions due to editor by 2/28/14
2/28/14	Standard 3 Open Forum: Revisions due to editor by 3/7/14
3/7/14	Standard 4 Open Forum: Revisions due to editor by 3/14/14
4/7/14	Final Draft e-mailed to Campus
4/10/14	Review Final Draft in Committee
4/11/14	Standard 1 Open Forum: Revisions due to editor by 4/18/14
4/18/14	Standard 2 Open Forum: Revisions due to editor by 4/28/14
4/25/14	Standard 3 Open Forum: Revisions due to editor by 5/2/14
5/2/14	Standard 4 Open Forum: Revisions due to editor by 5/9/14
5/11/14	All Revised Standards due to Committee Co-Chairs
4/24/13 or 5/22/14	Board Study Session
6/12/14 or 7/10/14	Board Approval
6/13/14	Self-Study to format editor
7/25/13	Mail Self-Study to ACCJC
10/6/2014	ACCJC Visiting Team Arrives (pending confirmation)

Distance Education and Accreditation

"Beyond Audit and Compliance: DE Excellence @ SBVC"

1. Substantive Change Proposal

<http://www.valleycollege.edu/about-sbvc/campus-committees/additional-committees/online-program/policies-projects/substantive-change>

Please choose a page between 8 and 47. Random. Read that page (or section if you need context) and e-mail me any corrections or comments.

JJackson@valleycollege.edu

2. Accreditation and the Online Program Committee--SBVC Website

<http://www.valleycollege.edu/about-sbvc/campus-committees/additional-committees/online-program/policies-projects/accjc>

Standard
ACCJC Guide for Evaluating Distance Education
Notes
Description
Evaluation
Events to monitor or do in yellow

"Description" can be folded into the self evaluation. (Fall, 2013)
Website will be fully populated with fully functioning links (Spring, 2014)
Website can be listed as evidence for each standard and relevant sub-standards for the October 2014 site visit.

10/24/13

Sign in Sheet

Accreditation - SLOs

Celia Huston
Ed Mellican

James Smith - Research

Guy Hinrichs

Paula Mellyer

Juanita Gilbert

Ernst Schei

Rose King

Sarah Miller

Rich Hill
A. O'Connell

Susan Benjasser

H. Kinde

Alvete Au

Paula Venegas Alvarez

Ernie O'Keefe

Nori Sogomonian

Diane Dusick

Cindy Parish

CHRISTINA RAJITHANAN