



Accreditation Committee Minutes

Date: 09/22/2025	Time: 10:30 a.m. to 12:00 p.m.	Location: AD/SS 207
Call to Order: 10:41 a.m.	Adjournment: 11:46 a.m.	Quorum:
<input type="checkbox"/> Anthony Ababat	<input type="checkbox"/> Tammy Allen	<input type="checkbox"/> Keith Bacon
<input type="checkbox"/> Elizabeth Banuelos	<input checked="" type="checkbox"/> Thomas Berry	<input type="checkbox"/> Frank Dunn
<input checked="" type="checkbox"/> Jeremiah Gilbert (Faculty Lead)	<input type="checkbox"/> Yvonne Gutierrez-Sandoval	<input checked="" type="checkbox"/> Leticia Hector (ALO)
<input checked="" type="checkbox"/> Celia Huston	<input checked="" type="checkbox"/> Thomas Lechuga	<input type="checkbox"/> Maryum Malika (CSEA)
<input checked="" type="checkbox"/> Reginald Metu	<input type="checkbox"/> Joan Murillo	<input checked="" type="checkbox"/> Joanna Oxendine (Gabriel Martinez acting Dean)
<input type="checkbox"/> Christina Torres	<input checked="" type="checkbox"/> Angie Vogel (Outcomes Lead)	<input checked="" type="checkbox"/> Kay Dee Yarbrough
Guests:	Sheri Lillard (Distance Education)	

Accreditation Standards

- [Accreditation Standards](#)
- [Accreditation Standards with Review Criteria and Suggestions for Evidence](#)

Agenda Items

Introductions	Leticia Hector, Vice President of Instruction and ALO, introduced herself and welcomed Jeremiah Gilbert as the new Accreditation Faculty Lead. The Committee members then introduced themselves.
Committee Charge	Jeremiah reviewed the current committee charge as posted on the Accreditation Website. The committee’s primary focus will be the ISER. The ISER review is scheduled for Spring 2027, followed by the ACCJC team visit in Fall 2027. The committee discussed how feedback should be collected once the drafts are completed. Jeremiah also shared the ACCJC Accreditation Standards (June 2025) which includes a condensed version of the standards.
Timeline Review	Leticia shared the accreditation timeline with the committee. The goal is to complete drafts for each standard in Fall 2025. In Spring 2026, the drafts will be shared with all campus constituencies. In Fall 2026, the ISER will undergo a first and second read on campus before being sent to the Board for approval. Jeremiah created a timeline working backward from the ISER submission date and will collaborate with Leticia to prepare a draft timeline for the committee.
Confirm Team Leads	To be determined at the next meeting.
Policy on Regular and Substantive Interaction (RSI) for Distance Education (DE)	<p>Sheri Lillard shared the Policy on Regular and Substantive Interaction (RSI) for Distance Education (DE). She explained that the ACCJC requires colleges to state their policy and then evaluate them based on that policy. Sheri drafted the document and shared it with the Distance Education Committee for approval.</p> <p>By the end of October, the college will have a finalized campus policy on RSI. A new DE Addendum, revised with an RSI lens and an expanded accessibility component, will also be implemented after Curriculum Committee approval. This policy and supporting materials will serve as evidence for accreditation.</p>



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	<p>The DE Committee defined what qualifies as “regular” and “substantive” interaction, noting that instructor-initiated contact is the primary factor ACCJC reviews. They established a formula: for courses lasting 12 weeks or longer, instructors must engage in at least one hour of interaction with the class per week; for courses shorter than 12 weeks, interaction must occur more than once per week. Grading and the use of AI do not count as RSI.</p> <p>Sheri also noted that the CVC-OEI rubric is being revised at the state level, with a new requirement that all colleges adopt an AI policy, expected to roll out for use by Fall 2026. The committee outlined examples of activities that count as RSI, as well as those that do not.</p> <p>The next step is to present the policy to the Academic Senate and request a vote of support.</p>
Next Steps	<ul style="list-style-type: none">• Print copies of the ACCJC Standards for the Committee and add them to the meeting folders.• Provide timelines to the committee.• Share records from last semester’s meetings.
Next Committee Meeting	October 13, 2025