

**Minutes of Accreditation Oversight Committee
Held on September 17, 2018
Held in Building 4, Room 4-343**

Type of Meeting:	Regular Meeting
Chairperson:	Jacqueline Honda (Chair, Accreditation Liaison Officer), Interim Dean of PRIE
Members Present:	Michelle Chee, Abiodun Foresythe, Raymond Hernandez, William Minnich, Zahra Mojtahedi, Christine Roumbanis, Leigh Anne Shaw, Andrea Vizenor, Karen Wong
Members Absent:	Eloisa Briones, Luis Escobar, Angélica Garcia, James Houpis, Pcyeta Stroud, Jennifer Taylor-Mendoza
Ex-Officio:	Regina Stanback Stroud, College President
Recorder:	Zahra Mojtahedi, Planning and Research Analyst (substituting for Belinda Chan)

1. GENERAL BUSINESS

1.1. Welcome and Introduction

Jacqueline Honda called the regular meeting to order at 9:04 a.m.

2. ACTION ITEMS

2.1. Approval of Agenda

A motion was made by Karen Wong and seconded by Christine Roumbanis to approve the September 17, 2018 Agenda as written. Motion carried unanimously.

2.2. Approval of Minutes

A motion was made by Raymond Hernandez and seconded by Karen Wong to approve the March 19, 2018. Motion carried with amendment that Accreditation Standard III writing is not “led by the District” and instead the District will be contributing to the standard.

3. REPORT/ DISCUSSION

3.1. ACCJC Visit Preparation

3.1.1. Timeline on ISER - First draft of ISER was due on Friday, September 14, 2018 – the aim is to have a comprehensive draft finished by the end of the semester. College is on track for on-time delivery of ISER. Finish version is due December 15, 2018.

3.1.2. Update on ACCJC Visit – ACCJC accreditation site visit will occur in Fall 2019, with set dates of Monday, September 30, 2019 to Thursday, October 3, 2019.

3.1.3. Accreditation Open Forum -

Three Accreditation Open Forums are scheduled for Fall 2018. The goal is to get the entire campus community informed and ready for the site visit. Focus at Forum is to reflect on what is being done on campus, and highlighting areas for growth and improvement and progress that has been made in those areas.

4. ANNOUNCEMENT

Raymond Hernandez – Respiratory Care Program at Skyline College went through accreditation site visit in June 2018. Strengthens and suggestions for enhanced were highlighted, no warnings were issued. The suggestions for enhancement are being incorporated into the program. There will be annual plans that need to be submitted to the accrediting body, with the next site visit planned for 2028.

5. NEXT MEETING

Next regular meeting will be held on Monday, October 15, 2018 at 9:00 a.m. in Room 4-343.

6. ADJOURNMENT

There being no further business, a motion was made by Christine Roumbanis and seconded by Will Minnich to adjourn the meeting at 9:37 a.m.

Minutes were approved by Members on May 20, 2019.