
**Minutes of Accreditation Oversight Committee
Held on September 16, 2019
Held in Building 4, Room 4-343**

| | |
|-------------------------|---|
| Type of Meeting: | Regular Meeting |
| Chairperson: | Ingrid Vargas (Chair, Accreditation Liaison Officer), Dean of PRIE |
| Members Present: | Karina Morelia Cruz, Tzitzlali Diaz, Angélica Garcia, Raymond Hernandez, Michael Kane, William Minnich, Rolin Moe, Zahra Mojtahedi, Leigh Anne Shaw, Andrea Vizenor, Karen Wong |
| Member Absent: | Eloisa Briones, Luis Escobar, Pcyeta Stroud, Jennifer Taylor-Mendoza |
| Ex-Officio: | Jannett Jackson, Interim College President |
| Resource: | Belinda Chan (Recorder) |

1. GENERAL BUSINESS

1.1. Call to Order and Introduction

Ingrid Vargas called the regular meeting to order at 9:05 a.m.

2. ACTION ITEMS

2.1. Approval of Agenda

A motion was made by Karen Wong and seconded by Rolin Moe to approve the September 16, 2019 Agenda as written. Motion carried unanimously.

2.2. Approval of Minutes

A minor edit was proposed by Karen Wong on the August 26, 2019 Minutes. A motion was made by Raymond Hernandez and seconded by William Minnich to approve the [August 26, 2019](#) amended Minutes as proposed. Motion carried unanimously.

3. REPORT/ DISCUSSION

3.1. Review AOC Charge and Role

Accreditation Oversight Committee (AOC)'s Charge was read and Role was presented. Members may review it by visiting the [AOC website](#).

3.2. Accreditation Visit Planning

Per Ingrid Vargas' latest communication with the Visit Team on the weekend of September 14, 2019, the Visit Team will not have further questions about the Institutional Self Evaluation Report (ISER) until the visit to Skyline College from September 30, 2019 to October 3, 2019.

Two open forums will be held during the visit. The entire college community (administrators, faculty, classified professionals, and students) is encouraged to attend.

Recap from the last meeting, beside Curriculum Committee, there will be no other governance committee holding a regular meeting during the ACCJC visit. However, members recommended that the Visit Team meet with the following programs:

- Center for Transformative Teaching and Learning (CTTL)

- Zero Textbook Cost (ZTC)
- Dual Enrollment
- ESL Connect
- Women's Mentoring and Leadership Academy
- College Governance Council (CGC) Working Group/ Task Force, focusing on participatory governance

Ingrid Vargas will send a tentative visit schedule to the Visit Team this week.

3.3. Discuss Standards that the Peer Review Team Needs Clarification

The ACCJC Visit Team informed Ingrid Vargas, the Accreditation Liaison Officer (ALO), that following standards require further clarification. AOC members suggested Skyline College community members with expertise in these areas to be included in the visit agenda.

- Standard II.A.5
- Standard II.A.7
- Standard III.A.14
- Standard IV.A.7

4. ANNOUNCEMENT

No announcement was made.

5. NEXT MEETING

Next regular meeting will be held on Monday, October 21, 2019 at 9:00 a.m. in Room 4-343.

6. ADJOURNMENT

There being no further business. William Minnich made a motion, and seconded by Michael Kane to adjourn the meeting at 9:51 a.m.

Minutes were approved by Members on February 10, 2020.