Minutes of Accreditation Oversight Committee
Held on February 9, 2015
Building 4, Room 4-343

Type of Meeting:	Regular Meeting
Meeting Location:	Building 4, Room 4-343
Chairperson:	Aaron McVean
Members Present:	Carsbia Anderson, Sarah Perkins, Stephen Fredericks, Liz Gaudet, David Martinez, William Minnich, Jonathan Paver, Jesse Raskin, Christine Roumbanis, Karen Wong
Members Absent:	Eloisa Briones, Dennis Wolbers
Ex-Officio:	Regina Stanback Stroud
Resource:	Belinda Chan (recorder)

1. ACTION ITEMS

1.1 Call to Order
Aaron McVean called the regular meeting to order at 9:09 a.m.

1.2 Approval of Agenda
Karen Wong made a motion to approve the February 9, 2015 agenda, which was seconded by Jessie Raskin. All members in attendance voted aye unanimously and no additions were made to the agenda.

1.3 Approval of Minutes
Christine Roumbanis made a motion to approve the October 20, 2014 minutes, which was seconded by Karen Wong. All members in attendance voted aye unanimously and no changes were made.

Jessie Raskin made a motion to approve the November 17, 2014 minutes, which was seconded by Christine Roumbanis. Karen Wong abstained and the rest of the members in attendance voted aye unanimously. No changes were made.

2. DISCUSSIONS

2.1 ACCJC Actions from January 2015
In the Accrediting Commission January 7 – 9 meeting, Skyline College maintained its accredited status after submitting the Follow-Up Report in October 2014. Our sister colleges, Canada College and College of San Mateo, their accredited status after their follow-up visits.

2.2 Update on Baccalaureate Degree Sub Change
No action was taken in the January meeting. Action will be taken in the second meeting in March. Its related timeline and assignments will be announced to the involved parties.

Board of Governors (BoG) approved the change of language in accreditation partly to avoid WASC taking over CCC accreditation. In addition, Skyline College will work with Modesto College and colleges in Washington State to learn about their supports of Baccalaureate Degree Programs.

2.3 Work Team Update

2.3.1 Standard Review Team did not meet. Update will be provided in the next AOC meeting after it meets.

2.3.2 Professional Development Team (members: Stephen Fredricks and Jesse Raskin) suggested various ways to promote professional development opportunities to get people's interests, including getting involved. Some of the suggestions included holding workshops, open houses, open forums, and a website with a simple FAQ page.

2.3.3 Accreditation Evidence Team, facilitated by Aaron McVean, met in December 2014 and January 2015 to review three possible software for writing and maintaining accreditation evidence:
   a. Strategic Planning Online (SPOL)
   b. Campus Labs
   c. Xitracs

2.4 Accreditation Evidence Work Team Recommendation

The Accreditation Evidence Work Team recommended SPOL for writing, editing, and collecting accreditation evidence. An eight-minute YouTube video demo was presented but fast forwarded to five-min time interval to show the accreditation part to the Committee.
(https://www.youtube.com/watch?v=hWZ0IuDBhvg)

The Chair would like to recommend SPOL to governance committees with the support of AOC. William Minnich made a motion to recommend SPOL, which was seconded by Carsbia Anderson. All members in attendance voted aye unanimously.

Adapting SPOL requires dedicated staff to continuously support and maintain up-to-date information. It also requires another committee to train and co-train staff. Liz Gaudet offered to train faculty and staff on using SPOL.

3. NEXT REGULAR MEETING
Next regular meeting will be held in Room 4-343 on Monday, March 16, 2015 from 9:00 to 10:00 a.m.

4. ADJOURMENT
There being no further business, the meeting was adjourned at 10:05 a.m.

Minutes approved by Members on March 16, 2015.