



**MT. SAN ANTONIO COLLEGE ■ ACCREDITATION STEERING COMMITTEE ■ MINUTES**

**APRIL 7, 2023**  
**10:30A-12:00P – ZOOM**

**MEMBERSHIP**

- |   |  |   |  |  |  |
|---|--|---|--|--|--|
| <input type="checkbox"/> KELLY FOWLER, CO-CHAIR               | <input checked="" type="checkbox"/> BARBARA MEZAKI, CO-CHAIR | <input checked="" type="checkbox"/> ROSA ASENCIO      | <input checked="" type="checkbox"/> MINERVA AVILA      | <input checked="" type="checkbox"/> MICHAEL CARR   | <input checked="" type="checkbox"/> MEGHAN CHEN    |
| <input checked="" type="checkbox"/> KELLY COREAS              | <input type="checkbox"/> TIKA DAVE´-HARRIS                   | <input type="checkbox"/> DIANA DZIB                   | <input checked="" type="checkbox"/> PENNY PEIYING FENG | <input checked="" type="checkbox"/> L.E. FOISIA    | <input checked="" type="checkbox"/> ALLIE FRICKERT |
| <input checked="" type="checkbox"/> LIANNE MALDONADO-GREENLEE | <input checked="" type="checkbox"/> BETA MEYER               | <input checked="" type="checkbox"/> PATRICIA QUINONES | <input checked="" type="checkbox"/> L R RODRIGUEZ      | <input checked="" type="checkbox"/> MICHELLE SHEAR | <input checked="" type="checkbox"/> KOJI UESUGI    |
| <input type="checkbox"/> VACANT, STUDENT                      | <input type="checkbox"/> ROGER WILLIS                        | <input type="checkbox"/>                              |  |  |  |
| <input checked="" type="checkbox"/> MICHELLE SAMPAT (GUEST)   | <input checked="" type="checkbox"/> CATHY STUTE (GUEST)      | <input type="checkbox"/> ROBERT MONTOYA, CSEA 651     |  |  | <input type="checkbox"/> LISA JACKSON, RECORDER    |

	TOPIC	UPDATES/DISCUSSION	OUTCOME/ACTION
1.	Agenda Review	Added SCE Report to No. 6 Added IEPI PRT Update to No. 6	
2.	Review of March 3, Minutes – Will be emailed separately.		
3.	Action Needed - <a href="#">ASC P&amp;F</a> – Membership Update to replace George Gutierrez with Robert Montoya for CSEA 651	Robert Montoya has replaced George Gutierrez as the CSEA 651 designee.  The following corrections were made to the Purpose & Function Membership: <ul style="list-style-type: none"> <li>• Corrected <i>Kim</i> Coreas to <i>Kelly</i> Coreas</li> <li>• Corrected Lianne <i>Greenlee</i> Maldonado to <i>Maldonado Greenlee</i></li> <li>• Updated Koji’s term from <i>2019-22</i> to <i>ongoing</i></li> </ul> Committee voted to approve the Purpose & Function and Membership Statement to include the above corrections and forward to PAC for review and approval.	

4.	Welcome New Member Robert Montoya, CSEA 651	Robert Montoya (CSEA 651) was welcomed to the Committee. Robert replaces George Gutierrez.	
5.	<p>ACCJC Annual Report</p> <ul style="list-style-type: none"> <li>• <a href="#">Annual Report and ISS 2023</a></li> <li>• <a href="#">2023 Annual Report</a></li> </ul>	<p>Discussed the annual report due next Friday. It has been reviewed by all constituency groups including, IEC.</p> <ul style="list-style-type: none"> <li>• An overview of the development and contents of the report was provided. The college is required to submit an annual report every year. <ul style="list-style-type: none"> <li>○ The Annual Report and ISS 2023 is developed by Patty and her team. The 2023 Annual report is assembled by Rosa and her team.</li> <li>○ The report also includes <a href="#">licensure exam metrics</a>. This can be found at the bottom of our programmatic accreditation webpage.</li> </ul> </li> </ul>	
6.	<p>Outreach Efforts</p> <ul style="list-style-type: none"> <li>○ Board of Trustees Study Session</li> <li>○ CSEA 651</li> <li>○ Associated Students</li> <li>○ Academic Senate</li> <li>○ Classified Senate</li> <li>○ Management</li> <li>○ CSEA 262</li> <li>○ Faculty Association</li> <li>○ SCE</li> <li>○ IEPI PRT</li> </ul>	<p>Outreach efforts include the following activities:</p> <ul style="list-style-type: none"> <li>• Board Study Session – Lianne reported that they attended and presented at the Board study session. <ul style="list-style-type: none"> <li>○ Presentations were made on behalf of the School of Continuing Education and Instruction.</li> <li>○ Lianne reported that she and Barbara Mezaki attended a CSEA 651. They were unable to meet with the Classified Senate.</li> <li>○ A presentation was made during the Management meeting. There was significant participation and a lot of positive feedback was received. The overall environment was supportive, and we were appreciative of the opportunity to engage.</li> <li>○ Hoping to meet with the FA and CSEA 262 in the future. It is great to see everyone contribute and come together.</li> </ul> </li> <li>• Minerva shared that the School of Continuing Education continues to work on the self-study. She stated that it is helpful to have access to the completed ISER.</li> </ul>	

		<ul style="list-style-type: none"> <li>○ Currently in the writing stage. The document will be shared for feedback.</li> <li>○ A draft is expected to be ready by this summer and will be shared with the campus community in the Fall.</li> </ul>	
7.	<a href="#">Update on Areas of Focus</a>	<p>Lianne gave an update on the progress of the Institutional Self Evaluation 2024 - Emerging Areas of Focus. A status update was shared with the Board at the most recent study session.</p> <ul style="list-style-type: none"> <li>● Lianne shared how the information was compile and organized. We are moving closer to completion. <ul style="list-style-type: none"> <li>○ Sections 1b and 2a are being finalized and focus on institutional effectiveness and instructional outcomes.</li> <li>○ Section 1a is being revised. That section will be brought to the outcomes committee.</li> <li>○ Discussed the section in orange (IB and IIA). This section is going in the improvement plans as it reflects how we are conducting program review. We want to ensure that it is more meaningful and determine what is working and what is not.</li> </ul> </li> </ul> <p>IEPI PRT visit was two weeks ago. The team consisted of volunteers comprised of faculty and administrative staff.</p> <ul style="list-style-type: none"> <li>● We were impressed with how they were able to capture a day’s work for the project. There are things we are already doing.</li> <li>● Summarized a lot of ideas expressed about issues and challenges, and recommendations for solutions.</li> <li>● The visiting team compiled a report with copious notes on how to align some of our processes that currently are not aligned. There is a strong desire to make these processes more meaningful for faculty.</li> <li>● The next step is to see a defined improvement plan in the upcoming months.</li> </ul>	

8.	<p>Communication</p> <ul style="list-style-type: none"> <li>• Cabinet Presentation</li> <li>• Feedback Sessions</li> </ul>	<p>A workgroup came to speak to the Academic Senate about shared governance and changes to those specific APs brought to AMAC.</p> <ul style="list-style-type: none"> <li>• Having a living document or guidebook that is separate and will spell it out with a flow chart is helpful.</li> <li>• Went to AMAC needs to go to PAC</li> </ul>	
9.	<p>Review Standards (11:30a-Noon)</p> <ul style="list-style-type: none"> <li>• 1A – All modeled together</li> <li>• Breakout Rooms <ul style="list-style-type: none"> <li>○ IC (Barbara) – Minerva &amp; Michelle</li> <li>○ IIB (Meghan) – L.E., Kelly Co., &amp; Cathy</li> <li>○ IIC (Allie) – Rosa, Beta, Penny, &amp; Koji</li> <li>○ IIIB (Lianne) – Robert, Roger, &amp; Tika</li> <li>○ IIIC (Patty) – Michael, Diana, Lisa</li> </ul> </li> </ul>		
10.	<p>Set BP/AP 3200 Workgroup Dates – (Beta, Rosa, Barbara, Lianne, +)</p>		
11.	<p>Announcements/Burning Questions</p>		
12.	<p>Thank You and Homework 😊</p>		
13.	<p>Next Steps</p>		
<p><b>Parking Lot/Upcoming Topics:</b></p> <ul style="list-style-type: none"> <li>• Outcomes</li> </ul>		<p><b>Future meetings:</b> <b>Dates to note:</b></p>	<p><b>Standing Information:</b> <a href="#">Accreditation Website</a></p>