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PASADENA CITY COLLEGE MEETING AGENDA and NOTES

Title of Meeting / Committee Name: Accreditation Standing Committee

Date: Tuesday, April 23, 2019 9:30-11:00am

Room: G1 Conference Room

Name of Person Taking Notes: Lucky Springfield

Chair(s):

Crystal Kollross

Lynora Rogacs

MEETING NOTES

In Attendance: Crystal Kollross, Lynora Rogacs, Bethany Stump, Carlos Altamirano, Carrie Starbird, Jessie Wang, Krista Goguen, Mark Mintz, Matthew Henes, Melissa Anderson, Shelagh Rose

L. Rogacs called the meeting to order at 9:45 AM.

I. Public Comment on Non-Agenda Items - None

II. Review and approval of meeting notes from April 9, 2019

- Motion to approve: C. Starbird. Second: S. Rose. Discussion: C. Kollross mentioned the "pass/no-pass" options for some math and English courses did not affect the course completion rates. Approved.

III. OLD ITEMS - DISCUSSION AND POSSIBLE ACTION

A. Continue Standard IV Study

- Places to look for evidence for the Standard Study:
 - IV.B.4: Academic Senate has the Annual report, Mid-Term Report for Accreditation, Academic Senate agenda notes, Accreditation Standing Committee, Policy and Procedure on Accreditation, SLO Assessment, Student Support Services support, currently forming writing groups, Classified Senate, Policies and Accreditation summary for a Board subcommittee on April 16th agenda, re-assign time for ALO (Accreditation Liaison Officer), ISER, Dr. Endrijonas is presenting at ACCJC, Union contract pertaining to Adjunct responsibility, and Faculty needs in the Division to facilitate SLO Assessment.
 - IV.B.5: Policy and Procedures, Board of Trustees March agenda, Board bylaw 2430, attends Board subcommittees on audits & budgets, and lead Mission Statement forward.
 - IV.B.6: Request a list of public meetings from Dr. Endrijonas's administrative assistant, advisory meetings, and Dr. Endrijonas is developing new advisory committees.
 - IV.C.1: PACCD Board Policy Manual - Chapter 2, BB2200, and Chapter 4.
 - IV.C.2: PACCD Board Policy Manual – Chapter 2, Board of Trustees meeting notes, PD Agendas, Mid-term report, Recommendation 7 in the Follow-up Report, and April 6th Retreat agenda.

- IV.C.3: BB2431, BB2435, Board of Trustees agendas, CEO evaluations from Dr. Vurdien and Dr. Endrijonas.
- IV.C.4: Linda Wah did a trip to Washington DC, Trustees were a March Sacramento meeting, State-wide Trustee Board that Linda Wah is a member of, Bonds, Inside PCC emails, Alex Boekelheide's PCC Board of Trustees meeting reports, Board of Trustees meeting notes and updates.
- IV.C.5: Board of Trustees establish policies, Board meetings notes, audit reports given to the Board, hiring and retention of faculty.
- IV.C.6: PCC website, BoardDocs, Chapter 2 bylaws, BB2010.
- IV.C.7: Board of Trustees agenda on April 24th, 2019.
- IV.C.8: Scorecard annual updates to the Board of Trustees, Vision for Success Goals again in May, Student Equity Plan, ACCJC Annual Report, Integrated Planning, and SLO.
- IV.C.9: Board bylaws for elections, Trustees training program, retreats twice a year, appoint mentors, documentation of Board members attending conferences, Recommendation 7 in the Follow-up Report, and Mary Thompson has retreat agendas.
- IV.C.10: Board self-evaluations, Board agenda item, BB2745, Mary Thompson, retreats, and goals.
- IV.C.11: Code of ethics BB2715, conflict of interest BB2710, and Recommendation 4 in the Follow-up Report.
- IV.C.12: BB2430.
- IV.C.13: Accreditation presentations/minutes, Board subcommittee on April 16th, and future Board subcommittees.

IV. NEW ITEMS - DISCUSSION AND POSSIBLE ACTION

- A. ACCJC Conference Sessions (choose where to send Lynora on Wednesday and Thursday; go to <https://accjc-conference.org/wp-content/uploads/ACCJC-Conference-Program-2019.pdf> for the program
 - L. Rogacs and C. Kollross projected the ACCJC conference program on the whiteboard and took suggestions from the committee as to which sessions they should attend.
- B. Quality Focus Essay Topics Brainstorm
 - C. Kollross shared some keys points for creating the Quality Focus Essay (QFE). Committee discussed Guided Pathways, a QFE plan, Aspen plans, online course support, part-time student success, career education, Early Alert, more than one QFE topic, collegiality, and program maps.
- C. Education Campaign
 - Tabled.

V. ANNOUNCEMENTS – None

VI. ADJOURNMENT – 11:01 AM