



Pasadena City College is an equity-minded learning community dedicated to enriching students' academic, personal, and professional lives through an array of degree and certificate programs, campus engagement, and customized student support.

PASADENA CITY COLLEGE MEETING AGENDA and NOTES

Title of Meeting / Committee Name: Accreditation Standing Committee

Date: Tuesday, June 2, 2020 9:30-11:00 AM

Room: Via Zoom

Name of Person Taking Notes: Jennifer Alvarez

Chair(s):

Crystal Kollross

Thea Alvarado

Meeting Notes

In Attendance: Thea Alvarado, Melissa Anderson, Berlinda Brown, Walter Butler, David Colley, Matthew Henes, Audrey Joseph, Crystal Kollross, Cynthia Olivo, Lynora Rogacs, Shelagh Rose, Natalie Russell, Carrie Starbird, Bethany Stump, Jessie Wang, Daisuke Yamaguchi

C. Kollross called the meeting to order at 9:34 AM.

I. Review and approval of meeting notes from May 26, 2020

- Motion to approve: S. Russell. Second: S. Rose. Abstain: L. Rogacs. Approved.

II. NEW ITEMS - DISCUSSION AND POSSIBLE ACTION

1. IVB Chief Executive Officer

- The committee reviewed section IV B. 1.
- The committee reviewed section IV B. 2.
 - i. The committee discussed specifying Board Bylaws in Chapter 2 for this standard.
- The committee reviewed section IV B. 3.
 - i. D. Colley suggested specifying the Strategic Planning and Accreditation Standing Committees.
 - ii. C. Kollross explained that the titles in this section, such as Vice-President, will be updated.
 - iii. L. Rogacs explained that the parentheticals comments were from the initial draft and asked if the evidence files are in Canvas since she will be referring to the files from Standard I.
 - 1. T. Alvarado indicated, yes.
- The committee reviewed section IV B. 4.
 - i. The committee discussed the membership list.

1. N. Russel suggested removing the commas from the list.
 - The committee reviewed section IV B. 5.
 - i. D. Colley indicated that the institutional priorities in the paragraph need to be re-ordered.
 1. T. Alvarado added a note to the document.
 - ii. L. Rogacs suggested adding Executive Committee meeting agendas.
 1. C. Kollross indicated that she would reach out to A. Galukyan for this information.
 - The committee reviewed section IV B. 6.
 - i. D. Colley suggested edits to capitalization and changing the word “rotaries” to “rotary meetings.”
 1. T. Alvarado incorporated these changes into the document.
 - ii. N. Russel asked if a “+” should be added to LGBTQ.
 1. C. Kollross indicated that she would find out. She also made a note to ask E. Endrijonas about press releases to the community and community meetings.
 - iii. C. Olivo suggested adding the San Gabriel Valley Economic and Workplace Development to the list.
 1. T. Alvarado incorporated this change into the document.
 - iv. The committee discussed the introductory language. M. Henes and D. Yamaguchi suggested edits to the analysis and evaluation section.
 1. T. Alvarado incorporated these changes into the document.
 - v. B. Brown indicated that the Board Policies are brought to the Board, but a policy has not been developed.
 - vi. M. Henes asked if this section focuses only on the current President/Superintendent. There can be a difference in the standard evidence since it might be specific to the individual in the office.
 1. B. Brown indicated that all President/Superintendents are expected to follow the same rules-they should be overarching.
 - vii. The committee discussed the regular review of Administrative Procedures and Board Policies.
 1. L. Rogacs asked if there is an Administrative Procedure for this review. C. Kollross indicated yes, but the frequency is not defined.

2. Quality Focused Essay(s)

- C. Kollross indicated that A. Boekelheide chairs the committee and presented an outline of where they are in the process.
 - C. Kollross explained that a framework and timeline to address collegiality and commitment at PCC would be developed.
 - The committee discussed communication and collegiality at the College and how it can improve student success.
 - C. Kollross explained that she will send the QFE to the committee today and asked the committee to provide suggestions for A. Boekelheide.
 - S. Rose reviewed the QFE on addressing the needs of part-time students. She explained that there is an inquiry group looking at the full time/part-time pattern, viewing this as an opportunity to retain students.
 - S. Rose discussed the action plan and piloting different supports. She asked the committee to let her know if they are interested in the inquiry group.
 - i. B. Brown indicated that she is interested in learning why students choose to attend part-time and how they can be supported to attend full time.
 - The committee discussed the purpose of QFEs as a way to focus on big projects and a plan to help the College move forward with improving student success.
 - C. Kollross reviewed the format of the QFEs with the committee.
3. Evidence due date June 9, 2020
- C. Kollross reminded the committee to submit evidence by June 9th. The final edits to the ISER will be made over the summer. The shared governance groups will review the ISER in the fall. The Board will start the process of reviewing the ISER before December.

III. ANNOUNCEMENTS

- C. Kollross thanked the committee for their hard work and their focus on the students.
- B. Brown also thanked the committee for doing a wonderful job and for their work on the ISER.

IV. ADJOURNMENT – 10:47 AM.
