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PASADENA CITY COLLEGE MEETING AGENDA and NOTES

Title of Meeting / Committee Name: Accreditation Standing Committee

Date: Tuesday, April 28, 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, Matthew Henes, Audrey Joseph, Cynthia Olivo, Shelagh Rose, Natalie Russell, Carrie Starbird, Lynora Rogacs, Bethany Stump, Christopher Theung, Jessie Wang, Daisuke Yamaguchi

T. Alvarado called the meeting to order at 9:36 AM.

I. WELCOME

- T. Alvarado announced that she would be leading the meeting.
- T. Alvarado announced that Standard IIB and Standard IIC will be posted for public comment soon.

II. UPDATE ON REVIEW OF IIIA HUMAN RESOURCES

- T. Alvarado indicated that edits made by the committee to Standard IIIA will be incorporated into the document. She reminded the committee to review this standard and send edits.

III. REVIEW OF STANDARD IIIB and IIIC

- The committee reviewed section III B. 1.
 - i. D. Yamaguchi suggested adding more information about the police force at PCC. T. Alvarado indicated that more information would be added.
 - ii. D. Yamaguchi suggested adding evidence for 25Live. T. Alvarado indicated that she would add a screenshot of the site.
 - iii. N. Russell suggested adding information about campus use.
 - iv. M. Henes asked if the word "campus" can be changed to "site."
- The committee reviewed section III B. 2.
 - i. M. Anderson asked about the status of the U Building since she believes it might have changed. T. Alvarado indicated that this would be clarified.

- The committee reviewed section III B. 3.
 - i. M. Henes shared that the Facilities Committee has been looking at a total cost of ownership document that would go into evaluating the facilities and equipment. He suggested communicating with M. Bush about this.
 - ii. C. Olivo suggested including the minutes from the Facilities Master Plan Standing Committee that document the improvements to the physical location.
 - iii. The committee discussed the Health and Safety Committee and the ad-hoc Campus Safety Committee.
 - iv. M. Henes discussed the Sustainability Committee. He will send evidence to T. Alvarado.
- The committee reviewed section III B. 4.
 - i. D. Yamaguchi discussed the improvement plans.
 - 1. T. Alvarado explained what should be included.
- The committee reviewed section III C. 1.
 - i. J. Wang asked if information about the laptop loan program would be included.
 - 1. T. Alvarado indicated this information would be included in an addendum. She and C. Kollross will be receiving clarification about this.
 - ii. W. Butler suggested adding evidence of usage and how this is continually evaluated. D. Yamaguchi indicated there is evidence of this.
 - iii. M. Henes asked if there is additional evidence that supports the narrative for this section. He provided examples such as purchase orders, work orders, and student surveys.
 - 1. C. Olivo indicated that there is evidence. She suggested reaching out to C. Jones.
- The committee reviewed section III C. 2.
 - i. The committee discussed the rationale for refresh cycles.
 - ii. The committee discussed instructional equipment updates.
 - 1. L. Rogacs shared that the last annual update process prioritized instructional equipment. This information can be obtained from J. McGrath and T. Guigni.
- The committee reviewed section III C. 3.
 - i. The committee discussed evidence for grants received.

1. N. Russell shared that she can import a spreadsheet with this information from her section.
 - ii. The committee discussed expanding the scope of the technology to include auto tech, natural sciences, and art.
 - iii. The committee discussed reviewing program reviews and budget allocations and contacting D. Colley for information from the budget retreats.
 - iv. The committee discussed reaching out to M. Mintz in DSPS for information about accessibility and technology services.
- o The committee reviewed section III C. 4.
 - i. C. Olivo discussed PCC Connect, a technology that bridges instruction to student services. She indicated that training for this is provided. T. Alvarado will reach out to her for evidence.
 - ii. M. Henes suggested expanding on the information literacy sessions.
 - iii. C. Olivo discussed the locations where students receive technology support on campus. She also discussed LancerLife, which is focused on campus events and clubs.
 - iv. T. Alvarado will follow up with student government about technology.
- o The committee reviewed section III C. 5.
- o C. Olivo discussed how student needs are prioritized through the expansion of centers and programs on campus including, Veteran's Center, QUEST, Foster Youth, Pathways. She will send information to T. Alvarado.
- o L. Rogacs discussed funding for technological updates on campus, including VR Lab.
- o T. Alvarado reminded the committee to review Standard III A and provide comments. She and C. Kollross will be reviewing this tomorrow.

IV. **ADJOURNMENT – 10:40 AM.**
