

**Accreditation & SLO Committee Meeting
September 27, 2018, 1:00-2:30**

Committee:		
Elaine Akers	Horace Alexander	Amy Avelar
Laura Gowen	Angela Grotke	Tarif Halabi
Monique Hill	Celia Huston	Yvette Lee
Terri Long	Evelyn Luna	Albert Maniaol
Brandy Nelson	James Smith	Bethany Tasaka
Scott Thayer	Kay Weiss	

Agenda Items	
Minutes	1 minor correction and passed as prepared.
SLO Approvals in CurricuNet	<p>There are a significant amount of course approvals for SLO's in the queue and they need to be approved. Celia asked if the team wanted to do the approvals at this meeting or find another way/place to approve so they do not sit for so long.</p> <p>Terri suggested to have Kay Dee pull a report on those which are SLO related and get a group together to get them approved in a timely manner. There was some discussion on identifying what is well written and what criteria must be met in order to approve them. A rubric was discussed and outlined as follows:</p> <ul style="list-style-type: none"> ❖ SLOs should be student focused ❖ SLOs must have action verbs ❖ SLOs must be measurable ❖ SLOs should be related to course outline and objectives.
ISER Template	Celia shared some of the changes as outlined in the ACCJC guide for the next accreditation cycle. She turned the discussion to how to best get the information from all of the committees on campus that they talked about how they are meeting our standards. A plan was discussed and outlined as below:
ACCJC Guide to Institution Self-Eval Improvement & Peer Review – Sept 2018	Attend committee meeting Introduce the Template(s) Briefly review standards
Committee Template	<ul style="list-style-type: none"> ❖ Identify which standards apply Document discussion/Committee work that aligns with the standards List Evidence Where else should we go for info?

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	Celia went over each committee and made assignments of those who will visit the committees and present the PowerPoint, hopefully in October.
SLO/SAO Handbook	<p>Celia shared the SAO handbook and looked for suggestions on whether we should finish this document or wait until the Guided Pathways are here. It was decided that it would be best to complete the project as it will always be a working document and we will add to it as needed.</p> <p>Celia also shared the number of SLO/SAOs that have never been assessed. The list is extensive. Kay Dee has been working on cleaning this up but still has a lot of work to do.</p>
Standard Tri-Chairs	We need a classified to serve on the standard III committee. Angela chose to serve on standard 2 so a classified will need to be on standard III.
Faculty Lead – Accreditation	Terri shared that the announcement for this position last week. It is a two year assignment and a one page letter of interest is what is needed to apply. They are due to Terri by October 19 th and she and James will review.
SBCCD Function Map	Jeremiah started a Function Map on where the responsibility lies within the accreditation process. Celia shared the map with the team and the form was completed as a group.
Other	Celia inquired if we could shift this meeting to Tuesdays at the same time. After some discussion it was decided that for spring 2019 this meeting will change to the first and third Tuesday at 2:30. AGENDA for next meeting.
Next Meeting: Thursday, October 25th	