Accreditation Council Minutes  
Monday, October 21, 2013, 3-5 PM  
E-112

MEMBERS

<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
<th>Present</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lori Kildal</td>
<td>Administration</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Carol Kimbrough</td>
<td>Academic Senate/Faculty</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Brian Lofman</td>
<td>Administration</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Zahi Atallah</td>
<td>Administration</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Matt Coombs</td>
<td>Administration</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Mary Dominguez</td>
<td>Administration</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Stephanie Low</td>
<td>Administration</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Augustine Nevarez</td>
<td>Administration</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Vacant</td>
<td>C.S.E.A.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vacant</td>
<td>L-39</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mitzi Alexander</td>
<td>Faculty</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Lindsey Bertomen</td>
<td>Faculty</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Dan Petersen</td>
<td>Faculty</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Ann Wright</td>
<td>Faculty</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Marie Gonzalez</td>
<td>Student</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>James Stephens</td>
<td>Student</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

Others

<table>
<thead>
<tr>
<th>Name</th>
<th>Title or Representing</th>
<th>Present</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kathy Mendelsohn</td>
<td>Dean of Academic Affairs</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(Learning Support &amp; Resources)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

CALL TO ORDER & INTRODUCTIONS

Meeting called to order at 3:10 p.m. A round table of introduction ensued.

1. Review of Accreditation Council Handbook

Dr. Kildal pointed out Hartnell College’s Mission Statement provides the leadership and resources to ensure that all students shall have equal access to a quality education, and the opportunity to pursue and achieve their goals. She identified the Strategic Priorities as follows:
- Strategic Priority 1: Student Success
- Strategic Priority 2: Student Access
- Strategic Priority 3: Employee Diversity and Development
- Strategic Priority 5: Innovations and Relevance for Educational Programs and Service
- Strategic Priority 6: Partnerships with Industry, Business, Agencies, and Education

Hartnell College Mission Statement

Hartnell College provides the leadership and resources to ensure that all students shall have equal access to a quality education and the opportunity to pursue and achieve their goals. We are responsive to the learning needs of our community and dedicated to a diverse educational and cultural campus environment that prepares our students for productive participation in a changing world.
Dr. Kildal stated that the Accreditation Council will meet once a month.

**ACTION ITEMS**

1. None

**INFORMATION/DISCUSSION/PRESENTATIONS**

1. **Self-Evaluation Report/Addendum**
   - Lori Kildal/Brian Lofman
   - Brian Lofman stated all members of the Accreditation Council need to have a hard copy of the “Self-Evaluation Report of Educational Quality and Institutional Effectiveness in Support of Reaffirmation of Accreditation.” He also mentioned the hard book was mailed to the Accrediting Commission for Community and Junior Colleges Western Association of Schools and Colleges.

2. **ACCJC – Online Training**
   - Lori Kildal
   - Dr. Kildal advised members to register in the Accrediting Commission for Community and Junior Colleges website at [http://www.trainingway.com/accjc/](http://www.trainingway.com/accjc/). All members must complete the online workshop on the basic principles of Accreditation no later than November 18, 2013. All Certificates of Completion to be forwarded to Dr. Kildal.

3. **Review letter from Commission of our Probation Status**
   - Brian Lofman
   - Brian Lofman reported the Commission acted to impose Probation, and required Hartnell College to correct the deficiencies noted. He stated the College is required to complete two “Follow-Up” reports. The first Report is due by March 15, 2014, demonstrating resolution of the deficiencies noted in the 2013 Evaluation Report Recommendations 2, 3, 4, and 12. The second Report is due by March 15, 2015, and should demonstrate resolution of Recommendations 1, 5, 6, 7, 8, 9, 10, and 11. President Lewallen advised all team leaders of Accreditation to complete both reports by March 15, 2014. Recommendations 6, 8, 10, 11, and 12 have been completed.

4. **External Evaluation Report**
   - Brian Lofman
   - Brian Lofman stated in the March 15, 2014 Follow-Up Report, Hartnell College must demonstrate the following: 1) College has addressed the recommendations noted above, 2) College has fully resolved each of the noted deficiencies, and 3) College now meets the Recommendations, Eligibility Requirements, and Accreditation Standards identified in the External Evaluation Team Report.

5. **Progress on Accreditation Items**
   - Lori Kildal
   a. Recommendations
   b. Planning Agendas

6. **Recommendations 2 and 3**
   - Brian Lofman
   - Brian Lofman reported for Recommendation 2: The team recommends that all institutional plans of the College be linked to its planning process, and that the outcomes of these processes be regularly communicated to all college constituencies. For Recommendation 3: The team recommends that the College develop a regular systematic process for assessing its long term and annual plans.

7. **Recommendation 4**
   - Kathy Mendelsohn
   - Kathy Mendelsohn reported that in order to meet the Standards, the team recommends the College fully engage in a broad-based dialogue leading to the identification of Student Learning Outcomes at the course and program levels. This also includes regular assessment of student progress toward achievement of the outcomes. The team further recommends training for all personnel in the

---

**Hartnell College Mission Statement**

Hartnell College provides the leadership and resources to ensure that all students shall have equal access to a quality education and the opportunity to pursue and achieve their goals. We are responsive to the learning needs of our community and dedicated to a diverse educational and cultural campus environment that prepares our students for productive participation in a changing world.
development and assessment of learning outcomes at the course, program, institution and service levels.

8. **Recommendation 12**

   Lori Kildal

   Dr. Kildal read President Lewallen’s report that in order to meet standards, the team recommends the following: 1) Each Board member adheres to the Governing Board’s Ethics policy, and 2) The Board self-evaluation continues to be done with full participation of each board member.

9. **Changes of Standards, Policy and Eligibility Requirements**

   Lori Kildal

   Changes will soon be posted for new policy requirements.

**OTHER ITEMS/BRIEF ANNOUNCEMENTS**

1. **NEXT MEETING(S)**

   - Monday, November 18, 2013
   - Monday, December 16, 2013

   **ADJOURNMENT**

   Meeting adjourned at 5:05 p.m.