CALL TO ORDER & INTRODUCTIONS
Lori Kildal

Meeting called to order at 3:10 p.m.

ACTION ITEMS

1. Approval of Minutes – November 18, 2013
Lori Kildal
Stephanie Low made the motion to approve; Carol Kimbrough seconded. Maria De Leon corrected Information/Discussion/Presentation Item 1: She is also volunteering with Terri Pyer.
Minutes were approved unanimously, with exception noted by Maria.

INFORMATION/DISCUSSION/PRESENTATIONS

1. Progress on Accreditation Items
   Lori Kildal
   a. Recommendations – Dr. Kildal had volunteer members report out:
      • Augustine Nevarez – Kathy Mendelsohn emailed two recommendations last night;
      • Debra Pyle – Hasn’t heard from Terri Pyer on Recommendation 10 (Dr. Kildal will send email); Met with Brian Lofman last week – reading & reviewing Brian’s reports;
      • Maria De Leon – Sent email to Terri Pyer and hasn’t heard back. Commented that she appreciates time Brian Lofman devotes to explain and provide background information;
      • Ann Wright – Al Munoz submitted information; she hasn’t heard from Al Munoz or President Lewallen. She & Dan Petersen reviewed President’s work;
      • Mary Dominguez – Reached out to Matt Coombs twice; hasn’t heard back (Dr. Kildal will inform at Cabinet).
   b. Planning Agenda – Dr. Kildal had volunteer members report out:
      • Carol Kimbrough – Decision made to not move away from CurricUNET;
      • Stephanie Low – Concurred with Carol Kimbrough.

2. Slideshow presentation
   Lori Kildal
   Everyone present attended President’s Forum, so Lori didn’t need to show slideshow presentation. All four recommendations below need to be completed by 3/15/14. Dr. Kildal asked everyone to review presentation on their own time.

   Recommendation 4: VERY IMPORTANT! Main idea is to take a look at whole assessment process and how it should involve all of us. Classified staff are often overlooked; Supervisors should involve classified in assessing non-instructional areas.

3. Priorities of the Institutional P & E Office
   Brian Lofman
   Brian Lofman reported that Dr. Lewallen has stated he wants us to respond to all recommendations regardless of whether the Commission expects them to be completed by the March 15, 2014 deadline.

   IPE office is responsible for Recommendations 2, 3 and 9.

4. Integrated Planning:
   Brian Lofman
   Brian Lofman shared and explained each of the following with the Council. He mentioned that Al Munoz devoted much time helping him adhere to the timeline.

   A1. Timeline for 2013 Program Planning & Assessment (Currently in Nov-Dec 2013 timeline)
   A2. Budget Development Calendar FY 2014-15 (MOST IMPORTANT) - Must plan in advance!
   B1. Budget Development & Funding Decision Processes
      • Note regarding Real Estate courses: Dr. Kildal advised there are options on how to deal with this particular program. She suggested the notation “program not offered” (we are out of compliance). Dr. Kildal and Curriculum Committee Chair, Carol Kimbrough, will meet to revise.
B2. Timeline for 2014 Program Planning & Assessment Process

B3. AP 6200 Budget Preparation: Budget Development Calendar

C1. Schedule of Annual & Comprehensive Reviews 2013-2018

C2. Components of Continuous Improvement (Annual) 2013-2018

C3. Components of Continuous Improvement (Comprehensive) 2013-2018

5. Institutional Effectiveness: Inventory

Brian Lofman shared and explained with the Council.

6. Press Release from Dr. Barbara Beno

Dr. Kildal shared the press release with the Council.

7. Work-Group Session Review

Council members worked in small groups to read, review, and reflect on Recommendations 1 through 12 and provided feedback to Lead Administrators.

OTHER ITEMS/BRIEF ANNOUNCEMENTS

Brian has another sub-group for Recommendation 2 and 3.

NEXT MEETING(S)

- Monday, January 27, 2014
- Tuesday, February 18, 2014 – FINAL REVIEW OF MAR. 15, 2014 FOLLOW-UP REPORT
- Monday, March 17, 2014
- Monday, April 21, 2014
- Monday, May 19, 2014

ADJOURNMENT

Meeting adjourned at 5:00 p.m.

Lori Kildal