Hartnell College Vision Statement: Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

Hartnell College Mission Statement: Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.

Accreditation Council
Minutes
Monday, October 20, 2014, 3-5 PM
E-112

Approved 11/17/14

MEMBERS

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<tr>
<th>Name</th>
<th>Representing</th>
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<th>Absent</th>
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<tr>
<td>Lori Kildal</td>
<td>Administration</td>
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<tr>
<td>Carol Kimbrough</td>
<td>Academic Senate/Faculty</td>
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<td>Brian Lofman</td>
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<td>Zahi Atallah</td>
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<td>Matt Coombs</td>
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<td>Mary Dominguez</td>
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<td>Stephanie Low</td>
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<td>Augustine Nevarez</td>
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<td>Debra Pyle</td>
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<td>Mitzi Alexander</td>
<td>Faculty</td>
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<td>Ann Wright</td>
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<td>Nadine Natividad</td>
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Others

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CALL TO ORDER & INTRODUCTIONS

Meeting called to order at 3:06 p.m.

Dr. Kildal welcomed the Council’s newest member, Rebecca Fields.

ACTION ITEMS

1. Consider Approval of Minutes –September 15, 2014

   Motioned (Kimbrough), seconded (Low), unanimously approved.

   Lori Kildal
INFORMATION/DISCUSSION/PRESENTATIONS

1. Accreditation Council Handbook
   Lori Kildal
   Dr. Kildal opened the topic for discussion and asked everyone to review “Membership” on page 2. Question was brought up whether there should be a Co-Chair on this Council with the Accreditation Liaison Officer. Dr. Wright suggested a faculty, possibly Academic Senate President or designee, as well as a Classified member as a third Co-Chair. Dean Low suggested membership should also include the Co-Chairs of Standards IIA, IIB, and IIC.

   Dr. Kildal clarified that the new Standards adopted by ACCJC will be addressed at a later time. The current Team Leaders are responsible for writing to the recommendations noted in the ACCJC’s letter to the Institution. Dr. Lofman explained that Team Leads were appointed based on their areas of responsibility.

   Dr. Kildal explained any recommendations for changes would flow up through the College Planning Council, and then to the Superintendent/President.

   Council members also reviewed the remaining items on Page 2:
   • “Frequency of Meetings” – No changes.
   • “Purpose” – No changes.
   • “Receives Information From” – No changes.
   • “Makes Recommendations To” – No changes.

   Members reviewed “Council Responsibilities” in the handbook. Items of note are:
   1. Accreditation – No changes.
   2. Board Policies and Administrative Procedures – No changes. Dr. Kildal shared that the Council only had one; she will review the list again.
   3. Professional Development:
      Dr. Kildal reported that no one knew what “Duty Day activities” were on Page 3, and should be struck from the handbook. Council unanimously agreed that bullet #2 should say: “Make recommendations for Flex activities related to accreditation.”

      Suggestions were made for possible Flex activities:
      New employees take the ACCJC quiz, all employees take the quiz now, Flex credit activity


   Ms. Kimbrough and Ms. Pyle volunteered to look at how other Community Colleges’ accreditation is configured.

2. Follow-Up Report #2
   Lori Kildal
   a. Timeline
      Dr. Kildal reminded everyone that all narratives need to be completed by Nov. 14, 2014.

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b. Team Assignments

- Recommendation 2 (Dr. Lofman) – Dr. Zahi Atallah & Ms. Debra Pyle
- Recommendation 3 (Dr. Lofman) – Dr. Zahi Atallah & Ms. Debra Pyle
- Recommendation 4 (Dean Mendelsohn) – Dr. Ann Wright, Mr. Augustine Nevarez, & Dr. Rebecca Fields
- Recommendation 5 (Dean Mendelsohn) – VP Matt Coombs
- Recommendation 7 (Associate VP Pyer) – Dr. Ann Wright & Dean Stephanie Low
- Recommendation 9 (Dr. Lofman) – Dr. Zahi Atallah & Ms. Debra Pyle
- Recommendation 11 (Dr. Lewallen) – Ms. Nadine Natividad & Ms. Carol Kimbrough

Planning Agendas:

- Ms. Dominguez - Dean Low – Report is complete
- Dr. Kildal - Mr. Petersen
- VP Coombs - Dr. Atallah
- Dr. Jalomo – Dr. Kildal

Dr. Kildal explained that the folders for Planning Agendas that don’t directly relate to a Recommendation are under the names of the Team Leaders. Next step after Nov. 14th is moving all Recommendations and Planning Agendas for the Follow-Up Report #2. Hyperlinks will be created, linking evidence to the document. The report has to go through several reviews from various groups.

All Planning Agendas and Recommendations will be addressed in report #2. This approach is due to the fact that most of the Planning Agendas tie directly with the Recommendations.

Dr. Kildal will email the Team Leaders again.

3. Professional Development Activities for Accreditation

Dr. Kildal shared an idea: Every week send out one accreditation question via email to the college community. This would be a good way to educate and engage students, faculty, and staff. Dr. Kildal will see if she can obtain prizes to reward the first correct answer every week. Council members felt this was a good idea, and suggested the correct answer and winner be announced when the new question is posted.

Dr. Kildal asked Council members to come up with one or two questions that relate to accreditation, and Hartnell College specifically. Try to make them so people give brief responses. Email the questions to her so we can get started as soon as possible.

Dr. Kildal will bring this recommendation to Cabinet. This should move forward to CPC, and the Superintendent/President.
Dr. Kildal asked if members have any other ideas for activities. We have Flex coming up in January 2015. Ms Kimbrough suggested a speaker from the Commission to come and review all the new Standards.

OTHER ITEMS/BRIEF ANNOUNCEMENTS
None

NEXT MEETING(S)
- Monday, November 17, 2014
- Monday, December 15, 2014
- Monday, January 26, 2015
- Tuesday, February 17, 2015 – FINAL REVIEW OF MAR. 15, 2015 FOLLOW-UP REPORT
- Monday, March 16, 2015
- Monday, April 20, 2015
- Monday, May 18, 2015

ADJOURNMENT
Meeting adjourned at 4:50 p.m.

Lori Kildal