



Committee Name: Accreditation Steering Committee

Meeting Date: April 19, 2021

Meeting Chaired By: Dr. Stacy Thompson (ALO), Samantha Kessler

Start time: 3:00pm

End time: 4:00pm

Minutes Prepared By: M.Wick

Attendees:

Stacy Thompson, Samantha Kessler, Heather Clements, Audrey Trotter, Aaron Deetz, Abigail Patton, Billy Delos Santos, Robert Nakamoto, Cheree Manicki, Christina Read, Christine Herrera, Cynthia Gordon da Cruz, Debbie Trigg, Gabriel Chaparro, Jamal Cooks, Jeanne Wilson, Jennifer Lange, John Chan, Kirti Reddy, Lael Adediji, Lannibeth Calvillo, Matt Kritscher, Megan Parker, Ming Ho, Morgan Butler, Nathaniel Rice, Pedro Reynoso, Safiyyah Forbes, Susan Sperling, Yvonne Wu Craig, Deonne Kunkel-Wu, Heather Hernandez

| Agenda Item | Information/Discussion | Action |
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| 1. Welcome | <ul style="list-style-type: none"> Welcome from Accreditation Liaison Officer (ALO) | |
| 2. Remarks from President Sperling | <ul style="list-style-type: none"> Simplify pathways that takes students from one place to another. What is it about us that makes new students want to come to us? We will bring in a consultant to support Wing. The website is your campus facility. The virtual environment has taught us as we self-reflect. | |
| 3. Approval of the 4/19/2021 Agenda | Votes: April 19, 2021 <ul style="list-style-type: none"> Yes -0 No -0 Abstentions-0 | <ul style="list-style-type: none"> Christine Herrera motioned to approve the agenda. Heather Hernandez second the motion. Agenda was approved for April 19, 2021. |
| 4. Approval of the 3/29/2021 Minutes and Participation List | Votes: April 19, 2021 <ul style="list-style-type: none"> Yes -16 No -0 Abstentions-2 | <ul style="list-style-type: none"> Robert Nakamoto motioned to approve the minutes. Christine Herrera second the motion with edits. Minutes were approved with edits for March 29, 2021. |
| 5. Chabot College 2022 ISER Timeline Check-In: Where are we? (Samantha) | a. Overall timeline b. April-May tasks <ul style="list-style-type: none"> ISER Evidence Citations - Complete integration of Evidence into ISER Narratives: ISER Writers, John, CALTeam. ISER Section Evidence Lists- Insert ISER Section Evidence Lists: ISER Writers, John, CALTeam. ISER Evidence Hyperlinks- Establish plan & timeline for ISER Evidence hyperlinks: John. | |

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| | <ul style="list-style-type: none"> • Chabot Website AdHoc Committee- Continue website update planning: Stacy, Samantha. • Confirm receipt of District Response for Standard III and Standard IV-Upon receipt, integrate District Standard III and Standard IV into the Chabot ISER: Standard III and Standard IV Writer(s), Stacey, Samantha. • Build Accreditation Steering Committee Team for campus wide dissemination and comments on the 1st draft of the 2022 Chabot College ISER-April 19 and May 3 Accreditation Steering Committee Meeting Agenda: CALTeam. • Support college constituency feedback on the 2022 Chabot College ISER- Create system/tool for college wide constituency feedback: CALTeam. • Utilize the ACCJC Template to compile the 1st draft of the 2022 Chabot College ISER: Audrey, Samantha, CALTeam. <p>c. All standard drafts including evidence documents in narratives and evidence at the end of section (pdf).</p> <ul style="list-style-type: none"> • DEMO on the website page. • We're going to take these links at the top and we're going to link it to evidence list at the bottom of each narrative. • The evidence going into the Google docs we're going to migrate all that information and put into the webpage and there will be links. • If you have a list of the short name and longer name – have the evidence named. That will be formatted. Indicate section. • Everything needs to be in order, links, and pdf's. | |
| <p>6. Role of Steering Committee in Fall 2021</p> | <ul style="list-style-type: none"> • There's one scheduled meeting for the spring: May 3rd. • In the fall it's all about getting our draft out to the campus and collecting feedback and in order to have more people helping with that dissemination everybody on the Steering Committee are really good resources because you know about the process you contributed to collecting evidence in writing, and you also serve on a lot of committees and are active in your divisions and your departments. We will ask you to help facilitate that review and get the word out and encourage looking at the draft, and submitting comments. • By next meeting we will have an idea of the way we will gather that feedback and have a form that people can fill out. • The other role of the Steering Committee will be to help us brainstorm and draft the quality focus essay. • The quality focus essay is meant to describe college wide projects that the institution wants to take to improve student achievement and learning. It's supposed to be as a result of the self-evaluation and looking at our processes, and self-assessing. • Things we should work on are presented in this quality focus essay. • This group can help us think of what those things might be. | |

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| | <ul style="list-style-type: none"> • We are also hoping that you can review our to do list with us. • The items that you identified in your writing that needed to be worked on and some of you may not be involved in making some of those improvements, for example, the website. Although, not all of you are involved in the website, but we want to make sure that the list we have is accurately reflected on what you put in your draft, and there are some of you that are in positions that can help us move some of that work forward. Much of it is already underway. | |
| 7. Accreditation Steering Committee Assessment | <p>How are you feeling about the progress of the 2022 ISER overall?</p> <ul style="list-style-type: none"> • Great! We are rock stars! A: 12% • Pretty Good B: 47% • Ok C: 29% • Not Good D: 0% • I don't know E: 12% | |
| 8. Next Accreditation Steering Committee Meeting: | Monday, May 3, 2021 3:00pm | |

Mission Statement

Chabot College is a dynamic, student-centered community college that serves the educational, career, job skill, and personal development needs of our community. We provide culturally responsive, revitalizing, and sustaining learning and support services driven by a goal of equity. Building upon students' strengths and voices, we empower students to achieve their goals and lead us towards an equitable and sustainable world.

*Pending BOT Approval with EMP