



**Committee Name: Accreditation Steering Committee**

Meeting Date: May 17, 2021

Meeting Chaired By: Dr. Samantha Kessler and Heather Clements

Start time: 3:00pm

End time: 3:32pm

Minutes Prepared By: M.Wick

**Attendees:**

Samantha Kessler, Heather Clements, Audrey Trotter, Abigail Patton, Cheree Manicki, Christine Herrera, Cynthia Gordon da Cruz, John Chan, Lael Adediji, Morgan Butler, Nathaniel Rice, Pedro Reynoso, Safiyyah Forbes, Thomas Dowrie, Yvonne Wu Craig, Heather Hernandez, Kevin Kramer, Angela Castellanos, Theresa Pedrosa, Robert Nakamoto, Jamal Cooks, Gabriel Chaparro

Agenda Item	Information/Discussion	Action
1. Welcome	<ul style="list-style-type: none"> <li>Welcome from Accreditation Liaison Officer (ALO)</li> </ul>	
2. Approval of the 5/17/2021 Agenda	<p>No Voting: May 17, 2021</p> <ul style="list-style-type: none"> <li>Yes -0</li> <li>No -0</li> <li>Abstentions-0</li> </ul>	<ul style="list-style-type: none"> <li>Robert Nakamoto motioned to approve the agenda.</li> <li>Theresa Pedrosa second the motion.</li> <li>Agenda was approved for May 17, 2021</li> </ul>
3. Approval of the 5/3/2021 Minutes and Participation List	<p>Votes: May 17, 2021</p> <ul style="list-style-type: none"> <li>Yes -8</li> <li>No -0</li> <li>Abstentions-4</li> </ul>	<ul style="list-style-type: none"> <li>Robert Nakamoto motioned to approve the minutes.</li> <li>Theresa Pedrosa second the motion with edits.</li> <li>Minutes were approved for May 3, 2021 with the correction to the Mission Statement.</li> </ul>
4. Standard Draft check in: What is the status of each Standard?	<ul style="list-style-type: none"> <li>Standard IA, IB- Trish is helping with proofreading. Fine tuning the link documents to pdfs.</li> <li>Standard IC-</li> <li>Standard IIA- Struggling with editing down the document as the narrative is ten pages, and the suggested length is six pages. What helped was having the sample reports from other Community colleges. Meets the goal of answering the question. We site the Institutional Research, EMP, campus wide surveys, and environmental scan. Siting these throughout the document make the writing stronger.</li> <li>Standard IIB- Files are all linked in the narrative.</li> <li>Standard IIC-</li> <li>Standard IIIA-</li> <li>Standard IIIB- The writing addresses what needs to be addressed. The relationship we have with the district helps to show that we're successful in</li> </ul>	

	<p>making sure our facilities are up to par. The communication that FIT has with PRAC, the President's Office, and shared governance represents our standard well.</p> <ul style="list-style-type: none"> <li>• Standard IIIC-</li> <li>• Standard IIID-</li> <li>• Standard IVA- Everything is submitted. John cleaned up the evidence and links. The Tri-Chairs and all but one of the committee members has reviewed the final draft. There are minor tweaking edits and comments. The final draft in the Google document consists of typos and not subject to changes.</li> </ul>	
5. Recognition and certificates of participation	<ul style="list-style-type: none"> <li>• Thank you slideshow</li> </ul>	
6. Meeting schedule for the Steering Committee in Fall 2021	<ul style="list-style-type: none"> <li>• 1st and 3rd Monday of the month. Starting in the middle of August 2021. Time: 3-4:30pm.</li> </ul>	

**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