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## College Council Meeting

May 20, 2019

C-111

2:30-3:30pm

**Present:** Cheyenne Roduin, Jichul Kim, Alma Meza, Neal Parker, Kevin McCarthy, Joyce Nichols, Jeffery Pulliam, Sil Xayamouangbo, Katherine Hanson

**Absent:** Matt Vielbig, Connie Tran, Lesley Hogan, Carol Estrada, Colleen Bassham, Jacob Jackson, Lindsay Tanzi, Warren Takata, Cheryl Stover, Connor Moore, Marsha Dubuk, Huma Mohibullah

### AGENDA

1. Review and approval of Minutes from April 29, 2019 minutes: No quorum but minutes recognized as good.
  
2. Revisit Accreditation Reporting Timeline:
  - a. SBCTC sends us SAI tables between November to December 2020, so we will need to update those KPIs. Wage replacement data comes out in January 2020. Report is due 6-8 weeks (April 21, 2021) prior to visit so we will have time to update these data points and KPIs
  - b. Need a logistics person and a 3<sup>rd</sup> person. Possibly reach out to Laura Knight and Camille Pomeroy to address College Council (or small group) for structure and organization.
  - c. Yakima College was an example of having a mock visit and 3<sup>rd</sup> party set of eyes on report and were informed they needed large revisions.
  - d. Will we need to have everything available for a mock visit (all reports, full report, etc.)? Kevin McCarthy to get some information about mock visits.
  - e. Importance of sharing what we are doing with other people suggestion to start education prior to August 2020, perhaps with in-service in 2019. Multiple points of training and education for campus. Perhaps all-college meetings each quarter, professional development days and "Value of the Month" sent to all campus from the marketing team.
  
3. Example of working outline for standard
  - a. Start from Table of Contents, then the subheadings of each standard, and end with a summary. Kevin suggests we start with the summary to direct the reader to what is coming vs leading up to it.
  - b. Would be good to have an accessible template to start with Jichul to share with the group.
  - c. The goal is to have each sub-group leaders to meet with their respective group to work on their outlines. New outline is due to Jichul Kim by July.

4. Expectations and example of upcoming KPI revise/update

- a. Next meeting we are going through the KPIs to make sure they are still relevant and worth keeping for scoring in October.
- b. How is this information going to help us improve or make changes? That is what we will discuss.

Next meeting: **June 10, 2019** in C111

Action Items:

1. Revisit timeline based on needing to submit report 8 weeks prior, not 8 months.
2. Send KPIs/Sis out to group 2 weeks prior to next meeting