

Modesto Junior College
 Accreditation Council
 Minutes
 February 20, 2014

Members	Representing	Present	Absent
Susan Kincade , Vice President of Instruction, Chair	Accreditation Liaison Officer	√	
Dr. James Todd , Professor – Anthropology, Co-Chair	Academic Senate President	√	
Bill Anelli , Professor – Philosophy	Academic Senate		√
Mark Anglin , Dean of Agriculture and Environmental Science	Administration	√	
Ellen Dambrosio , Librarian	Academic Senate	√	
Dr. Lorena Dorn , Dean of Counseling and Student Services	Administration	√	
Dr. Jennifer Hamilton , Professor – English, Faculty Accreditation Co-Chair	Academic Senate	√	
Donna Jamison , Admissions and Records Specialist	CSAC	√	
Dr. Chad Redwing , Professor – Humanities	Academic Senate	√	
Asia Reed , Student	ASMJC	√	
Manny Walsh , Administrative Secretary EOP&S	CSEA	√	
Rodrigo Gomez , Student	ASMJC	√	
Vacant	Administration		√
Vacant	Administration		√
Vacant	CSEA		√
Heather Townsend , Accreditation/Assessment Process Specialist, Instruction Office	Recorder	√	

GUESTS

Name	REPRESENTING
Hunter Wright	Student

I. Call to Order

The meeting was called to order at 2:06 p.m.

II. Approval of Agenda

Action Item:

E. Dambrosio moved to approve the agenda.

Seconded by: A. Reed

Result: Unanimously Approved

III. Approval of Minutes

Action Item:

E. Dambrosio moved to approve the minutes of 01/23/2014.

Seconded by: A. Reed

Result: Unanimously Approved.

IV. Welcome and Introductions**A. Welcome:**

The Accreditation Council welcomed its newest member R. Gomez who is taking the place of H. Wright for ASMJC.

V. Action Items

No Report

VI. Informational Items**A. Accreditation Update:**

S. Kincade announced that Modesto Junior College's accreditation status has been restored. She thanked everyone on the council for their contribution and hard work. S. Kincade said that everyone participated in helping the college to get off sanction.

Council members discussed the next steps for Modesto Junior College. S. Kincade said that now that we are off sanction, we can submit our Substantive Change Proposal and start work on the Annual Report and Annual Fiscal Reports that are due by March 31, 2014. The council also discussed the Midterm Report that is due October 15, 2014. S. Kincade reported that the Midterm Report does not include a visit.

S. Kincade reported that our MJC Self-Study will also need to be started shortly after our Midterm Report is turned in to the Commission. J. Hamilton alerted the council members to the MJC accreditation webpage which is located at the following address:

<http://mjc.edu/general/president/accreditation/index.html>

The Modesto Junior College accreditation site holds all of the needed information to research past reports and proposals. The council also researched all of the recent Commission actions at the ACCJC website located at the following link:

<http://www.accjc.org/recent-commission-actions>

The Accreditation Council reviewed the 2011 Self-Study in sections. J. Hamilton reminded council members that the Standards are currently in the process of being revised. She said that the new standards look much more results oriented. S. Kincade explained that instructors are performing assessments based on expected outcomes

to see the results of how well their students are learning. Out of the results the instructor makes changes to improve student success. Assessment results and incorporated changes to improve happen daily on our campus. S. Kincade used the example of our grounds maintenance and safety as some examples to explain the process of assessment on campus and changes made from the assessment to make our campus not only a better environment for our staff but also for our students and the public.

B. Substantive Change:

The council discussed the current 2012-2017 Distance Education Plan. J. Hamilton showed the council members where they can find the Distance Education Plan which is located on the Distance Education Committee webpage:

<http://www.mjc.edu/general/governance/deac/>

J. Hamilton reported that the Substantive Change Proposal is almost complete and mentioned that proposals can range anywhere from just a few pages to over 50. J. Hamilton reported that our 2010 Substantive Change Proposal was 76 pages. She plans to give access to all council members to Dropbox where the Substantive Change Proposal material is housed. Dropbox will also be used to hold and share information for the Midterm Report, the Annual Reports, and future Self-Study. She reported that she has worked with N. Seronello, College Research Analyst and H. Townsend, Accreditation/Assessment Process Specialist, to compile needed research data, which can be viewed using Dropbox. The council was asked to review the Substantive Change Proposal and provide feedback to J. Hamilton via email.

Action Item:

J. Hamilton will send the Dropbox link to all council members before the next council meeting. Council members are asked to review and report any needed edits/additions to J. Hamilton via email.

S. Kincade reported that our Annual Report and Annual Fiscal Report are due March 31st. She explained the Commission process for the Annual Report and Substantive Change Proposal.

C. Midterm Report:

The Midterm Report is due October 15, 2014. J. Hamilton reported that using Dropbox will help to save space on your computer as well as make the writing and sharing process much simpler for council members. J. Hamilton showed the group the Dropbox folders that she has set up for the upcoming Midterm Report. The group reviewed the publication from ACCJC, "Guidelines for preparing Institutional Reports to the Commission" which outlines the requirements and format for the Midterm Report.

VII. Representative Reports

A. College Council:

NO REPORT

B. Instruction Council:

S. Kincade reported that the Instruction Council is currently looking at and ranking growth positions. She reported that 16 presentations were recently made and then the council was asked to start the ranking process. On March 13, 2014, the Instruction Council will start to rank the final positions.

C. Student Services Council:

NO REPORT

D. Resource Allocation Council:

S. Kincade chaired the last Resource Allocation Council (RAC) meeting. The conversation was about the budget. The next RAC meeting is scheduled March 7, 2014.

E. Facilities Council:

M. Anglin reported that the biggest topic discussed at the Facilities Council has been the Measure E prioritization. The one item that has been approved is the West Campus Loop Road project and stop light. S. Kincade also added that North Hall (previously known as the Science Building) will hopefully be completed by fall of next year.

F. Senate Report:

C. Redwing reported that the SSSP is collaboratively being worked on in the Academic Senate meetings. J. Hamilton reported that V. Simmons, Interim Vice Chancellor, recently came to visit the Academic Senate to discuss the hiring process. They discussed what works and what needs to be fixed.

J. Hamilton reported that she recently went to the Accreditation Institute. She visited all of the workshops that discussed distance education. She found that a lot of people from other institutions are looking at the Modesto Junior College Distance Education Plan and M. Smedshammer's model.

G. Student Report:

A. Reed reported that the next ASMJC meeting is scheduled for February 28, 2014. ASMJC is discussing making Modesto Junior College a smoke free campus. A. Reed reported that the Modesto Bee recently published an article about the MJC student newsletter called, The Compass. The Compass helps to deliver transparency. A. Reed announced that the March in March is coming up as well. ASMJC plans to bring a bus load of people up to Sacramento for this event.

H. Staff Report:

D. Jamison reported that CSAC has met recently. Funding from Title V is being used to develop a classified staff development day in May. D. Jamison reported that a CSEA meeting is scheduled to be held later this afternoon.

VIII. Adjournment

Meeting was adjourned at 3:25 p.m.

Next meeting: March 13, 2014 from 3:30 p.m. to 5:00 p.m. in Conference Room A.