

**Accreditation Steering Task Force   
Minutes**

**Tuesday, August 18, 2020**

**11:00 a.m. to 12:00 p.m.**

**Zoom**

**Present:** Amanda Bauer, Brock McMurray, Deb Daniels, Greg Hawkins, Heather del Rosario, Jessica Grimes, Leslie Minor, Severo Balason, Sharyn Eveland, Xiaohong Li and Marianne Bishop

**Absent:** Amar Abbott, Joe’ll Chaidez, Marty Morales, Windy Martinez, and Vicki Jacobi

**Secretary:** Brandy Young

**Update from Subcommittee Chairs**

* Standard I A, B, and C – Severo has completed the entire outline of the standards and evidence and is working with subcommittee members to complete their narratives and hopes to meet the deadline.
* Standard II A and B – Leslie said that both sections IIA and B are drafted and evidence has been collected. The draft will go out to subcommittee members for review and be submitted by the deadline. There have been changes to the subcommittee membership with the addition of Marianne Bishop.
* Standard II C – No update made.
* Standard III A – Heather stated they are 75 % done and checking evidence. Drafts have been written and she will consolidate all narratives and they will meet the deadline.
* Standard III B and D – Brock stated both sections B and D are 99.9 % done and they are just checking on final details, that the evidence strongly supports the writing and everything ties together. They will meet the deadline.
* Standard III C – Xiaohong stated that the subcommittee will meet next week to discuss the draft and examine evidence. They will send the draft by the deadline.
* Standard IV – Deb said the subcommittee members have completed writing their sections. They are working on completing the formatting of the evidence. They are on time to submit by the deadline.

**Discussion Items:**

* It was decided to use a Shared Drive in place of MindView to consolidate the final drafts.
* Xiaohong will work with IT to create a shared drive and grant access to the appropriate users.
* Xiaohong wants to make sure that we use the same data source when presenting any data in the ISER. She wants to use the same definitions to avoid any discrepancies in the report.

**Next Step: QFE (Quality Focus Essay: Anticipated Impact on SLA)**

* One suggested topic for the QFE - Online learning and the support system in improving the quality in instruction and engagement.
* Distance Learning/Online and hybrid education/support and improvement for engagement/quality of instruction, student outcomes, persistence and retention (in a broader sense).
* Guided Pathways will not be a topic for QFE – maybe a specific focus area framed within the context of Guided Pathways may be appropriate.
* How are we applying the framework that we’ve built?
* Need to identify which activity to report on – Guided Pathways or Distance Learning
* The QFE usually comes from Instruction. A broader conversation should be had outside of this task force.
* Leslie, Sharyn and Severo will meet to discuss the QFE further – identify potential ideas that come from the evidence after reading the draft ISER – address the gaps.

**Other**

* An Accreditation Newsletter will be sent out soon to inform the campus of the status of the ISER. If anyone in the task force has input, please contact Xiaohong.
* Xiaohong will send out a notice to all Chairs when the shared drives are ready.

**Next Meeting**The next meeting will be on Tuesday, September 15, 2020 via Zoom.

Respectfully submitted by Brandy Young, ASTF Secretary