

**Minutes of Accreditation Oversight Committee
Held on November 22, 2016
Held in Building 4, Room 4-343**

Type of Meeting:	Regular Meeting
Chairperson:	Aaron McVean (Chair, Accreditation Liaison Officer) Interim Vice President of Instruction
Members Present:	Eloisa Briones, Stephen Fredricks, Raymond Hernandez, William Minnich, Zahra Mojtahedi, Jesse Raskin, Tammy Robinson, Christine Roumbanis, Andrea Vizenor, Karen Wong
Members Absent:	Angélica Garcia, Jim Houpis, Abigail Magat
Ex-Officio:	Regina Stanback Stroud, College President
Recorder:	Belinda Chan, Staff Assistant of PRIE

1. GENERAL BUSINESS**1.1. Welcome and Introduction**

Aaron McVean called the regular meeting to order at 9:04 a.m.

2. ACTION ITEMS Approve of Agenda

A motion was made by Karen Wong and seconded by Jesse Raskin to approve the Agenda for November 22, 2016 meeting. No changes made and motion carried unanimously.

2.2. Approve of Minutes

A motion was made by William Minnich and seconded by Stephen Fredricks to approve the Minutes for September 26, 2016 meeting. No changes made and motion carried unanimously with one abstention.

A motion was made by Karen Wong and seconded by Christine Roumbanis to approve the Minutes for March 21, 2016 meeting. Minor word edit on 3.5 was recommended. Motion carried unanimously with recommended changes on 3.5.

A motion was made by Jesse Raskin and seconded by Christine Roumbanis to approve the Minutes for January 25, 2016 meeting. Minor word edit on 3.2 was recommended. Motion carried unanimously with recommended changes on 3.2.

3. REPORT/ DISCUSSION SPOL Update

Cheri Jones provided an update on Strategic Planning Online (SPOL). Part of the Institutional Effectiveness Partnership Initiative (IEPI) fund received in the amount of \$150,000 has been allocated for SPOL licensing and implementation, an online tool to be use as a repository of collecting evidence for accreditation. Jones has been leading a team of seven members in the implementation training with SPOL via weekly webinar. The SPOL implementation is aiming to be completed by December 2016 and to launch for users in Spring 2017. Actual writing will take place in 2017.

Questions were raised about changes on accreditation standards since the last cycle. Aaron McVean provided a brief update that Standard I has a major change that it changes from 4-sub-points to 17 sub-points. A few members will be attending the ACCJC Conference in April 2017 to learn about the updates.

Annual Program Plan (APP), Administrative Leadership Unit Review (ALUR) and Comprehensive Program Review (CPR) will built within SPOL for easier access and referencing. The revised APP, ALUR and CPR will be brought to AOC for review and discussion.

3.2. Baccalaureate Degree Pilot Program

Baccalaureate Degree Pilot Program brochure and calendar were distributed. See Appendix I.

Raymond Hernandez provided an update about the Baccalaureate Degree Pilot Program. The first cohort was launched in Fall 2016, with more than 40 applicants but only 34 qualified for the Baccalaureate Degree Program. The State requires the program to have a minimum of 24 units in the upper division. Originally, the Baccalaureate degree can be completed one year with full-time status. However, with the extra units required by the Commission, it will take students two years enrolling in full-time status to complete the program. Eventually, the Associate Degree in Respiratory Care will be phased out due to lack of competitiveness to the Baccalaureate Degree Program.

The Baccalaureate Degree Program is on a 2 terms per semester curriculum after hearing feedback from working practitioners that 16-week course is too long. The Program does not have any text. All classes are projects based. The first two cohorts (Fall 2016 and Fall 2017) are in form of hybrid. Full online program will become available in Spring 2018. BA students are on campus on Saturday and library services as administrative support have been extended to accommodate their schedule.

Hernandez would like to work with Lavinia Zanassi, Counselor for Career Services, to connect the BA Program with Career Center. The challenge is that the BA students will be unable to teach in the BA Program after completing the program due to the minimum requirement to teach is one educational level above the teaching level.

Baccalaureate Degree Special Report was submitted to Accrediting Commission of Community College and Junior Colleges (ACCJC) and a visit is scheduled to be held on February 1, 2017. It will be a short and specific visit to review Skyline College's Baccalaureate Degree Program. Possible questions to be asked by the Accreditation Team was shared by Antelope Valley College. See Appendix II for details.

4. NEXT MEETING

Next regular meeting is tentatively to be held on Monday, January 30, 2016 at 9:00 a.m. in Room 4-343.

5. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:01 a.m.

Minutes were approved by Members on April 17, 2017.