
Minutes of Accreditation Oversight Committee
Held on April 15, 2019
Held in Building 4, Room 4-343

Type of Meeting:	Regular Meeting (with recording)
Chairperson:	Karen Wong, Tri-Chair, Accreditation Steering Committee (Substituting for Ingrid Vargas)
Members Present:	Raymond Hernandez, Zahra Mojtahedi, Christine Roumbanis, Leigh Anne Shaw
Members Absent:	Eloisa Briones, Sara Benchohra, Luis Escobar, Angélica Garcia, William Minnich, Pcyeta Stroud, Jennifer Taylor-Mendoza, Ingrid Vargas, Andrea Vizenor
Ex-Officio:	Regina Stanback Stroud, College President
Recorder:	Belinda Chan/ Karen Wong

1. GENERAL BUSINESS

1.1. Welcome and Introduction

Karen Wong called the regular meeting to order at 9:09 a.m.

2. ACTION ITEMS

2.1. Approval of Agenda

Due to lack of quorum, no action was taken.

2.2. Approval of Minutes

Due to lack of quorum, no action was taken.

3. REPORT/ DISCUSSION

3.1. Brief Update about Accreditation

Karen Wong provided a brief update. All colleges in the district, including Skyline College, presented to the Board of Trustees on Wednesday, April 10, at their first accreditation study session, in preparation for the April 24 session in which they will review the Institutional Self Evaluation Reports (ISERs). The colleges highlighted their process for generating the ISER and the subject of their Quality Focus Essay (QFE). After reviewing the ISERs, the Board of Trustees (BOT) will be asked to approve them, at which point they'll be sent to the ACCJC in preparation for our fall site visit.

3.2. Review and Provide Feedback on Selected Narratives from ISER

Skyline College's ISER has been reviewed by multiple people, and is about 95% complete. The intent of the AOC's working session is not to wordsmith but to ensure that nothing major was misrepresented or overlooked. To that end, those present were asked to review at least one standard and send their feedback, even if it is to mainly validate what's written. The standards and link to provide feedback are at <https://www.skylinecollege.edu/accreditation/ISER.php>.

They were asked to consider the following questions: (a) Based on the narrative and the evidence provided, does the College meet the standard? If not, what more needs to be considered? (b) Is anything overlooked or misrepresented? If so, what should be done to strengthen the narrative? (c) What evidence should be included that is missing? What evidence is weak and should be excluded? If too much evidence is provided for a claim, what can be excluded?

Members reviewed the following and submitted their feedback:

- Christine Roumbanis – IIB1, IIA4
- Ray Hernandez - IB1
- Zahra Mojtahedi - IIIA14
- Leigh Anne Shaw - IVA7, and she took on additional standards to help review: IIA4, and IIA14.

4. ANNOUNCEMENT

No announcement was made.

5. NEXT MEETING

Next regular meeting will be held on Monday, May 20, 2019 at 9:00 a.m. in Room 4-343.

6. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:59 a.m.

Minutes were approved by Members on May 20, 2019.