**PORTERVILLE COLLEGE**

Accreditation Standards Committee

Minutes

4:00pm-5:00pm Thursday, September 7, 2017 AC-120

**Present:**  Sam Aunai, Kailani Knutson, Richard Goode, Vern Butler, Joe Cascio, Arlitha Williams-Harmon, Ann Marie Wagstaff, Jennie Brisson for Ann Vanderhorst, John Word, Jay Navarrette, Jeff Keele, Mike Carley

1. Preliminaries
2. **Call to Order**

The meeting was called to order by Sam Aunai at 4:05pm

1. **Updates/Reports from Standards**

**Standard I.A Update:** (Richard Goode) – They have met and there is a rough draft posted in the portal. They will be meeting once a month to work and verifying evidence

**Standard I.B Update:**  See above

**Standard I.C Update:** See above

**Standard II.A Update:** (Sam Aunai) The group has a good rough draft and are gathering evidence at this time.

**Standard II.B Update:**  (Kailani Knutson) Meeting every week and has a rough draft available.

**Standard II.C Update:** (Joe Cascio) This group is gathering evidence and meeting regularly. There are a few minor issues that they are addressing.

**Standard III.A Update:** (Jennie Brisson for Anne Vanderhorst) Human Resource Managers will be meeting next week to work on this Standard together.

**Standard III.B Update:**  (John Word) This group has a good draft and in the correct format. They have evidence gathered and are in good shape.

**Standard III.C Update:** (Jay Navarrette) This group has met and has a rough draft available. They are working on referencing the evidence at this point.

**Standard III.D Update:** (Arlitha Williams-Harmon) – This group has a rough draft. The District will provide more information next week but there are no issues.

**Standard IV.A Update:** (Sam Aunai reporting for Bill Henry) Dr. Carlson had worked considerably on Standard IV before she retired. There is more work to be done.

**Standard IV.B Update:** see above

**Standard IV.C Update:** see above

**Standard IV.D Update:** see above

1. Challenges/Issues
2. Do we have evidence? Weak or missing? Reported above
3. Are we meeting the standards, what do we need to do? Reported above
4. If not meeting the standards, what do we need to do? Discussion ensued
5. Quality Focus Essay (QFE)
6. What gaps are we foreseeing based on our status to date?
7. Could these be areas that we can address in the future as part of our on-going plan for continuous improvement?
8. Next Steps – Sam Aunai would like the Accreditation Steering Committee to review the entire rough draft of the self-study up to this point. The committee agreed that two weeks would be sufficient time to review the draft and another meeting was scheduled for September 21, 2017 @ 4:00p.m. to discuss the changes/suggestions. Ideally, a good second draft should be complete by mid-October. Hard copies of the rough draft will be available in the Office of Instruction.
9. Next Meeting: September 21, 2017
10. Adjournment @4:45pm