Accreditation Steering Committee Meeting
Tuesday, October 10, 2023
3-4 PM, Virtual Meeting
https://cccconfer.zoom.us/j/9055741625

MINUTES

Members Present: Kristin Charles (Co-Chair), Sheri Miraglia (Co-Chair), Cynthia Dewar, Stephanie Chenard, Andrea Niosi, Steven Brown, Michael Snider; **Alternates Present**: Judy Seto, Madeline Mueller, Lidia Jenkins

Members Absent: Amy Coffey, Shang Xu

Alternate Absent: Joseph Reyes, Maria Salazar-Colon

Guest: Maureen Harrington, Anita White

No.	Item	Discussion/Outcome	Follow Up/ Individual Responsible
1.	Review and approve September 5, 2023 Minutes (Action)	September 5th minutes moved by Andrea Niosi, seconded by Sheri Miraglia, approved by committee with one abstention.	
2.	Introduction	Stephanie Chenard, a new member Anita White, a potential new student member	
3.	Public Comments	None	
4.	Accreditation Steering Committee Membership ● Students ● Classified Staff	● Students – Kristin will be meeting with the Associated Students this Friday and will promote student membership. ● Classified staff – Maria Salazar-Colon will let us know when there are new classified member(s).	Kristin will reach out to the Associated Students for student membership.
5.	Follow-up items from last meeting (Discussion): ● Update on proposed BP/AP review process: ● Update on storage of syllabi/SLOs (ensuring that all	● Update on proposed Board Policy (BP)/Administrative Procedure (AP) review process: ○ Kristin interviewed with the Site Visit Team on board policies. ○ During the exit report, there was no mention of	

	faculty are using Canvas to store syllabi).	recommendations related to the review of BPs.
		○ For the Accreditation Steering Committee's information, on the January 2023 Commission actions, Napa Valley College was reaffirmed accreditation for 18 months with a follow-up report and visit, on the basis of a comprehensive evaluation.
		○ They had six compliance recommendations related to:
		  ▪ Board delegation of responsibility and authority to the CEO without Board interference
		  ▪ Student Learning Outcomes (SLOs)
		  ▪ Reviewing board policies
		  ▪ Integrated Planning
		  ▪ Total cost of ownership of its physical and technological resources
		  ▪ Decision-making roles and processes
		● Update on storage of syllabi/SLOs:
		○ There was also nothing related to SLOs on syllabi from the Site Visit.
		○ Thanks to this Committee, Sheri, Cynthia, and her team for the work on this – keeping things on the radar matters.
		○ We will wait until Spring 2024 to see how everyone is doing with Simple Syllabus.
		○ The Online Learning Team will train the Deans next week on Simple Syllabus.	

6.	Review and approve the annual committee objectives for 2023-24 (Action)	● The Accreditation Steering Committee reviewed and approved the 2023-24 objectives: 1. Complete responses to core inquiries and submit to ACCJC by September 18, 2023. 2. Support focused site visit activities. 3. Monitor the results of and respond as needed to actions taken by ACCJC on the basis of the College's comprehensive review. 4. Prepare and submit annual and fiscal reports to ACCJC. 5. Review and become familiar with the 2024 Standards. 6. Crosswalk the 2024 Standards with the PGC Standing Committees, Academic Senate Committees, and other entities as relevant. ● As we move forward in cross-walking the 2024 Standards, we want to promote/raise awareness, and	

		ensure equity is included. ● We will make changes as needed as we move to the next level in reviewing the 2024 Standards. ● Fanny Law, the First Vice President of the Academic Senate has asked the Academic Senate Committees to review the 2024 Standards.	

7.	Debrief Focused Site Visit	● The Site Visit went super smoothly.
		● They saw all the good things the institution is doing and how hard the staff work.
		● There were three compliance recommendations from the Team:
		  o The Board's long range financial projection.
		  o The Board follows its policy.
		  o The Board delegates power to the Chancellor.
		● In addition, they noted two improvement recommendations:
		  o The College needs to achieve clarity on Board adopted budgets.
		  o The Team also wants to make sure that the College's facility has a good learning environment for students.
		● For the next step, the Chancellor will receive a draft report from the Site Visit Team to correct errors of fact (if needed) within a few weeks after the site visit.
		● It is possible that they could request updates.
		● The Commission will meet in January 2024 and will then issue a determination to the College.
		● Colleges undergoing review may appear at the Commission meeting (that portion of the meeting is not public).
		● We will know more about the meeting as the date gets closer.	

8.	Other Items	None	

Fall 2023 Meeting Dates: 11/7, 12/5 from 3-5 pm

Minutes taken by Judy Seto