



Accreditation Steering Committee Meeting

Tuesday, February 4, 2024

3-5 PM

<https://ccsf-edu.zoom.us/j/83897030018>

MINUTES

Members Present: Kristin Charles (Co-Chair), Sheri Miraglia (Co-Chair), Stephanie Chenard, Cynthia Dewar, Andrea Niosi, Michael Snider, Gwendolyn Inman, Sasha Akimov, Tanya Clarkson

Member Absent: Steven Brown

Alternates Absent: Hing Potter, Madeline Mueller, Joseph Reyes, Lidia Jenkins

Guest: Judy Seto

No.	Item	Discussion/Outcome	Follow Up/ Individual Responsible
1.	Review and approve November 5th and December 3rd Minutes (Action)	November 5 th minutes moved by Sheri Miraglia, seconded by Andrea Niosi, approved by committee with no abstentions. We moved the December 3 rd minutes to the next meeting since Kristin had not had a chance to review them.	
2.	Public Comments	No public comments.	
3.	Accreditation Update <ul style="list-style-type: none">● Review Progress Update Presented to the Board of Trustees● Partnership Resource Team Visit on 2/5/25● Follow-Up Report to ACCJC	<ul style="list-style-type: none">● Review Progress Update Presented to the Board of Trustees<ul style="list-style-type: none">○ The Board of Trustees conducted a first read of the follow-up report to ACCJC at their Board Retreat on January 16, 2025, and conducted a second read, and accepted the report for submission to ACCJC, at the regular Board of Trustees meeting on January 23, 2025.● Partnership Resource Team Visit on 2/5/25<ul style="list-style-type: none">○ At the request of, and in collaboration with, the Board of Trustees, the Chancellor enlisted the support of a Partnership Resource Team (PRT) through the State Chancellor's Office Institutional Effectiveness Partnership Initiative (IEPI). The PRT is a team of peers	

	<p>similar to the ACCJC teams to help California's community colleges and college districts improve their operational effectiveness.</p> <ul style="list-style-type: none"> ○ The PRT will be here tomorrow, 2/5/25, for their first site visit. They will meet with the constituent groups, trustees, financial team, chairs of the Enrollment Management Committee and Budget Committee, and the Chancellor. ○ During this first site visit, the team will gather information. During the second site visit on March 17, they will provide recommendations to the College. Their recommendations (and a plan that we will draft as a result) will be critical evidence related to ACCJC's concerns. ● Follow-Up Report to ACCJC <ul style="list-style-type: none"> ○ The version linked to the Follow-Up Report on the agenda is the same one from the January 23 Board meeting. ○ The final version includes a concluding paragraph that addresses how we will sustain and continue the progress described in the report given the upcoming transitions in leadership. ○ Immediately prior to this meeting, Kristin emailed the final version of the Follow-Up Report to the individuals whose signatures appear on the certification page of the Report, and Judy had also circulated the signature page to collect the signatures electronically. ○ There are two versions of the Follow-Up Report. The contents are the same, but the access to the evidence is a little different. The internal version provides access to the evidence through a Google Drive link. The version submitted to ACCJC includes embedded links to the evidence in a local folder as well as the link to the Google Drive as a back up. ○ Upcoming critical events: <ul style="list-style-type: none"> - 2/5/25 PRT first site visit - 3/17/25 PRT second site visit - 3/28/25 ACCJC follow up site visit, same team from last visit (one day only). ○ Kristin will submit the Follow-Up Report by the end of this week once we receive all signatures. ○ The final Follow-Up Report will be posted on the Accreditation website. 	
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4.	<p>ACCJC Actions on Institutions</p> <ul style="list-style-type: none"> Review January 2025 <u>Commission Actions on Institutions</u> 	<p>The Committee reviewed the January 2025 Commission Actions on Institutions.</p> <ul style="list-style-type: none"> Six colleges were reaffirmed for seven years based on a comprehensive review, and Columbia College was reaffirmed for eight years. College of the Desert and Foothill College were two of the five institutions reaffirmed for 18 months with a follow-up report and visit. <ul style="list-style-type: none"> College of the Desert had similar compliance requirements as our college with board governance. Foothill College received compliance requirements for Standards I.B.2, II.A.3 – the college needs to implement a procedure to regularly assess learning outcomes for all its courses, programs, certificates and degrees. Sheri had spoken with Foothill College's ACCJC Liaison after Foothill College reached out to CCSF for guidance on student learning outcomes (SLOs) since we do well with SLOs. Regular substantive interaction (RSI) is another area where colleges have struggled. Sheri serves on an ACCJC site visit team and is on the Auditing Team. She shared that it is very different to serve on a site visit then to be on the college side being evaluated. She will share more with the Committee regarding what she learned at a later date. Cynthia shared that the new ACCJC rubric being applied for RSI is an eye opening development for distance learning programs. Andrea shared that Solano Community College also had issues related to SLOs. They need to change their SLO process. The Commission holds their meetings in January and June annually. They will be reviewing our Follow-Up Report during their June 2025 meeting, and we should learn the outcome soon thereafter. 	
5.	<p>Other Items</p> <ul style="list-style-type: none"> April 1 meeting conflicts with Spring Break 	<ul style="list-style-type: none"> A Committee member suggested that Kristin send out a summary of the March 28 ACCJC site visit in lieu of the April 1st meeting given that it falls during spring break (rather than rescheduling). We will revisit this item in the March meeting. 	

Spring 2025 Meeting Dates: 3/14, 4/1 (conflict with Spring Break), 5/6 from 3-5 pm

Minutes taken by Judy Seto