Accreditation Steering Committee Meeting
Tuesday, May 6, 2025
3-5 PM, In-Person, STEAM 107

MINUTES

Members Present: Kristin Charles (Co-Chair), Sheri Miraglia (Co-Chair), Andrea Niosi, Cynthia Dewar, Steven Brown, Tanya Clarkson

Members Absent: Stephanie Chenard, Michael Snider, Gwendolyn Inman, Sasha Akimov

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

Guest: Cherisa Yarkin, Judy Seto

No.	Item	Discussion/Outcome	Follow Up/ Individual Responsible
1.	Review and approve November 5th and December 3rd Minutes (Action)	November 5th minutes moved by Sheri Miraglia, seconded by Cynthia Dewar, approved by committee with no abstentions. December 3rd minutes moved by Sheri Miraglia, seconded by Andrea Niosi, approved by committee with no abstentions.	
2.	Public Comments	No public comments.	
3.	EASE Update ● Review EASE Workgroup description ● Discuss 2024-25 EASE evaluation process	This is the 10th year of Equitable Access to Success Evaluation (EASE) since 2015 when the Chancellor established it to address the accreditation finding for Standard II.C.3. as "Equitable Access to Services Emergency Taskforce." EASE is now a Workgroup that provides evaluation updates with considerations for continuous quality improvement addressing Standards 2.7 and 2.8 to the Accreditation Steering Committee. EASE members have direct experience with students at the Centers which includes representatives from the following: Academic Affairs Deans of the Centers; Student Affairs Deans and leaders for the 7 core services (A&R, Counseling, Financial Aid, Library and Learning Resources, Bookstore & instructional material, Student Affairs, Student Conduct; counselors/Coordinators, Associated Student leaders from Centers, Student Services Specialists [1490s], and representative from Institutional Effectiveness as a resource. Tri-Chairs, representing classified staff, faculty, and administration, lead the workgroup. VC Lisa Cooper-Wilkins (Tri-	

Chair), Anthony Cox (Tri-Chair), 1490 from John Adams Center (Tri-Chair), Cherisa Yarkin (facilitator), Lisa Romano (resource).

The purpose and responsibilities of EASE are to evaluate the implementation of practices that ensure equitable services for students enrolled at the centers or online.

EASE meets twice per semester.

The EASE Workgroup description is an evolving document.

Spring 2025 Update:

- The image on the PowerPoint presentation represents that there is a lot of work in place and there are also gaps in other areas.
- EASE Workgroup continues to discuss topics of common interest to better reflect current practice.
- EASE Workgroup met 4 times during the year to gain a broader perspective of the core services. EASE Workgroup members will continue to visit the Centers.
- Question for the EASE Workgroup: The 1490s represent the Classified professionals, should other Center-based Classified professionals be included in EASE Workgroup membership?
- How can EASE evaluation findings can better connect to resource prioritization processes?
- Include students as EASE Workgroup members. EASE Workgroup has not been set up to engage with the students except when they are visiting the Centers.
- Common themes:
  - Core services are being provided – Students do have access to the services.
  - Staffing levels remain an issue – Library, A&R, Counseling (Instruction and Student Services need to collaborate).
  - Provision of bookstore services continues to be a challenge – Students order books online or go to the Ocean Campus. The Library has been revamping some of the books and processes. The Library has $80k for course reserve which they can use. There is a demand for computers in A&R. Guillermo from the Financial Aid Office purchased some computers for A&R to make it more accessible to students.
- The EASE evaluation report for 2024-25 will be shared with the Accreditation Steering Committee in Fall 2025.

4.	Accreditation Update
	 ● Review Progress Update Presented to the Board of Trustees
	     ○ ACCJC Follow-Up Site Visit
	     ○ Partnership Resource Team Visits
	
	 ● Note that action will be taken regarding our status during the June 4-5, 2025 Commission Meeting – June 4 Preliminary Open Session Agenda
	 ● Review Executive Order re. Accreditation
	 ● Provide brief overview of April 1 ACCJC Regional Convening
	     ○ Note new required Rubric for Effective Institutional Outcome Transparency for Annual Report regarding visibility of student achievement data
	
	 ● Review ACCJC Annual Reports
		Review progress Update presented to the Board of Trustees:
		 ● ACCJC Follow-Up Site Visit
		     ○ The ACCJC follow-up site visit on March 28 went well. The visiting team expressed appreciation for the clarity of our responses and the progress we have made. We felt hopeful and that we had tangible evidence. We still need to continue to address the findings that led to the sanction. The Site Visit Team met with Chancellor Bailey, VC Yulian Ligioso, AVC Adil Ahmed, the Board of Trustees, and AVC & ALO Kristin Charles. They started and ended the day with the Chancellor. It was an easy day compared to past site visits.
		 ● Partnership Resource Team (PRT) Visits
		     ○ The Ad Hoc Committee on Policies recommended that the College seek help from the State Chancellor's Office through the Institutional Effectiveness Partnership Initiative.
		     ○ This served as important evidence for our follow-up visit by ACCJC.
		     ○ The College had 2 partnership resource team visits with a focus on our financial stability. The team included three chief business officers. They were very direct and concerned about our financial situation and provided us with a menu of options for consideration. We can incorporate those into an "Institutional Innovation & Effectiveness Plan" (II&E Plan) or come up with our own options. Kristin has a skeleton/framework for the II&E Plan. If approved by the State Chancellor's Office, we will receive $200k to help implement our II&E Plan.
		 ● June 4-5, 2025, Commission Meeting
		     ○ Action will be taken regarding our sanction status during the June 4-5, 2025 Commission meeting.
		     ○ We expect to hear from ACCJC by mid-July 2025 at the latest.
		 ● Review Executive Order regarding Accreditation
		     ○ Accreditation is under scrutiny by the federal government.
		 ● Provide brief overview of April 1 ACCJC Regional Convening
		     ○ Kristin and Sheri attended the April 1 ACCJC Regional Convening.
		     ○ ACCJC is encouraging institutions to follow the	

| | | Rubric for Effective Institutional Outcome Transparency for Annual Report regarding visibility of student achievement data.
  o ACCJC wants to ensure institutions' student data are meaningful.
  o CCSF has been doing that and we have an Institutional metrics webpage that provides student enrollment, support, and success data including data in other areas of the College. Kristin/Sheri/Pam scored CCSF with a 5 out of 8 on the ACCJC rubric. We need to rename our link to student data more meaningfully/intuitively (currently "institutional metrics") and better surface institutional reflection on the data.

Review ACCJC Annual Reports
  ● Each year, the College submits an Annual Fiscal Report and Annual Report to ACCJC. Both reports utilize three years of data working backwards from the prior fiscal year (FY21-22, FY22-23, FY23-24).
  ● The Annual Report helps ACCJC to monitor and evaluate member institutions' strengths, stability, and ongoing alignment with the Standards during the course of the accreditation review cycle. Using the institutions' self-reported data, ACCJC collects headcount information to monitor institutional growth such as in distance and correspondence education, institution-set standards for key indicators of student achievement, licensure exam pass rates, and job placement rates.
  ● In accordance with federal regulations and the Commission Policy on Monitoring Institutional Performance, ACCJC uses the Annual Fiscal Report to monitor and evaluate the member institutions' strengths, stability, and ongoing alignment with the Standards during the course of the accreditation review cycle. It looks at the institution's revenue, expenditure, debt, OPEB Liability, audit findings, student loan default rate, resources, leadership turn overs, and the fiscal health of the institution. | |

5.	Crosswalk the 2024 Standards with the PGC Standing Committees, Academic Senate Committees, and other entities as relevant (rolled over from 2023-24)
	● For Standards 2.6 and 2.9, keep in mind the [Rubric for Distance Education](#) (regular and substantive interaction)
		Crosswalk the 2024 Standards with the PGC Standing Committees, Academic Senate Committees, and other entities as relevant.
		● There are 4 Standards in the 2024 Standards.
		   ○ Standard 1: Institutional Mission and Effectiveness
		   ○ Standard 2: Student Success
		   ○ Standard 3: Infrastructure and Resources
		   ○ Standard 4: Governance and Decision-Making
		● For Standards 2.6 and 2.9, we need to look at the Rubric for Distance Education on regular and substantive interaction. The rubric is a resource to support institutions in the continuous improvement process to increase the depth and quality of Substantive and Regular Interaction in Distance Education and promote the achievement of equitable student success.
		● The Accreditation Steering Committee did an exercise on mapping the PGC Standing Committees, Academic Senate Committees, and other entities to the 2024 Standards with color codes.
		
		● We found that most of the Academic Senate Committees are under Standard 2: Student Success; and most PGC Standing Committees lean toward Standard 1: Institutional Mission and Effectiveness, and Standard 3: Infrastructure and Resources.
		● As a next step, Kristin will forward our mappings to the PGC Standing Committees, Academic Senate Committees Chairs, and other relevant entities team leads to see where they land and ask them to review and provide feedback. If we miss something, please let us know. Also, Kristin will remind the Committee Chairs to revise their standards in their Committee Description.
		● The Accreditation Steering Committee revised its Committee Description and Purpose back in November 2024. Kristin just needed to bring it to PGC for review to finalize it.
			Kristin will forward our mappings to the PGC Standing Committees, Academic Senate Committees Chairs, and other relevant entities team leads to see where they land and ask them to review and provide feedback.
			
			Kristin will also remind the Committee Chairs to revise their standards in their Committee Description.
			
			Kristin will bring the revised Accreditation Steering Committee Description and Purpose to PGC for review.

6.	Other Items	None	

Fall 2025 Meeting Dates: 9/2, 10/7, 11/4, 12/2

Minutes taken by Judy Seto