



**Accreditation Forum #2  
Meeting Minutes**

**Date: 2-24-2017**

**Time: 1:00pm**

**Location: MPR/MCR**

**Present:** Cathy Brown, Melissa Colon, Cari Craven, Elissa Creighton, Don Dickinson, Kyle Elkins, Angela Fairchilds, Tiffeny Flies, Doralyn Foletti, Kasey Fulkerson, Kevin Granados, Wendy Griffiths-Bender, Margo Guzman, Colleen Henry, Terri Isaman, Tom Johnson, Torri Keever, Bella Lacazotte, Tiffany Moore, Lesley Michtavy, Erin Naegle, Amy Nilson, Brandon Price, Nate Rien, Joe Ryan, Brain Sanders, Klaus Tenbergen, Mike Torok, Debbie York

**Recorder: Cindy Inwood**

**Agenda**

**Columbia College**  
**All-College Forum #2 on 2017 Accreditation Process**  
Friday, February 24, 2017  
1:00 PM- 2:30 PM

**Accreditation Institutional Self Evaluation Report**

**Current State of Draft-** Brian Sanders/ Nathan Rien

- Standard I
  - o Input on IB8 Strengths & Weaknesses page 117-118
- Standard II
- Standard III
- Standard IV

**Quality Focus Essay Ideas**

Student Learning Outcomes  
Completion Rates

**Substantive Changes**

Distance Education

**Question and Answer Session**

<b>Minutes</b>		
<b>TOPIC: Current State of Draft</b>		
<p><b>Discussion:</b> At a recent Board of Trustees meeting, the YFA President expressed concern with getting the draft report out on time to be reviewed. In response, the Accreditation Steering Committee members worked diligently to prepare and release a full draft. There are 485 pieces of evidence to be inserted. Brandon Price and his team believe some areas need to be more direct to the prompt. The goal of the ISER is to demonstrate that the college is compliant with all Commission Standards. However, no college is perfect. The report speaks honestly of areas where we can improve. Karin Rodts asked if the report addresses Web accessibility. This is reflected in many places, especially in IB8. Dr. Fairchilds has seen reports regarding accessibility of Web, noting that the current colors being used and the banner bar will be adjusted. Melissa Colon adds that in Online Ed, ADA classes can turn the color option off. The Partnership Resource Team is scheduled to visit the end of March, they will visit twice to address our weaknesses and the college will be awarded \$50,000 to fix the problems.</p>		
<b>Action items:</b>	<b>Person Responsible:</b>	<b>Deadline</b>
<b>TOPIC: Standard I</b>		
<p><b>Discussion:</b> Joe stated that he and Tom Johnson felt that it was very repetitive. This repetitiveness was noted in other standards as well and is a function of how the standards are written.</p>		
<b>Action items:</b> Brian reminds everyone to submit comments as a group.	<b>Person responsible:</b>	<b>Deadline</b>
<b>TOPIC: Standard II</b>		
<p><b>Discussion:</b> Good feedback from Brandon, he will send a few edits that have a couple spots where we may be missing the prompt. Melissa Raby comments that Standard II looks great, we just need to ensure that our evidence and links work.</p>		
<b>Action items:</b>	<b>Person responsible:</b>	<b>Deadline</b>
<b>TOPIC: Standard III</b>		
<p><b>Discussion:</b> Trevor worked on this piece and he is not present today. Brian commended Trevor for his work on this standard, particularly the financial section, for its completion and clarity. HR, Finance, Technology, and Facilities personnel from the District provided excellent information and draft writing for the report.</p>		
<b>Action items:</b>	<b>Person Responsible:</b>	<b>Deadline</b>
<b>TOPIC: Standard IV</b>		
<p><b>Discussion:</b> Dr. Fairchilds notes that her team did a fabulous job. She also worked with MJC President in regards to the multi-college district piece. The two presidents collaborated on this so the verbiage will be similar but not identical. IV-A has the most components that was where most the work was done. There are many references to “minutes”; we need to make sure these are current. There is also a lot of repetition in the Standard IV section.</p>		

Action items:	Person responsible:	Deadline
<b>TOPIC: Input on IB8 – Strengths &amp; Weaknesses</b>		
<p><b>Discussion:</b> Brian commends everyone for being so responsive to his requests. In this section, we want to build on our strengths and improve our weaknesses. Brian has identified four strengths and four weaknesses, but would like input from all.</p> <p>Strengths</p> <ol style="list-style-type: none"> <li>1. Small size, personal touch and friendliness.</li> <li>2. Full slate of Student Services staff ready to assist students.</li> <li>3. Curriculum Committee.</li> <li>4. SLO Workgroup.</li> </ol> <p>Weaknesses</p> <ol style="list-style-type: none"> <li>1. Navigability of Website. Need to change top bar and color.</li> <li>2. Better clarity of college policy, procedure and governance structure.</li> <li>3. Improve program completion rate that is low at 35%.</li> <li>4 Better analysis of SLO data.</li> </ol> <p>The group was in favor of the strengths with a few suggestions, add AWE as a strength, it is a unique aspect of our college. It is where ideas are started, incubated and or cultivated. Other ideas mentioned were our Fire Academy, Forestry Courses, Grants and Baker Station. In addition, we host community activities such as, Occupational Olympics, Mad about Science, Dinner with a Scientist and Volleyball and Basketball camps. Tom Johnson among others felt we should note our elder population who retire in the area and the need for the nursing students that come through the Nursing Program that is hosted here, that will eventually take care of the elder population, filling the jobs in that career field in our area helping the economy. The same holds true for the Fire Academy, we are serving our community with our graduates.</p> <p>It was also suggested that the college could use an orientation and training program for new faculty and staff. Kasey Fulkerson and Melissa Colon volunteered to lead this effort.</p> <p>As far as the weaknesses, it was asked if there is evidence in regards to #2 Better clarity of college policy, procedure and governance structure. Angie stated that the lack of evidence and that we do not have a way to check is part of the problem. District has a policy/procedure in place, we do not.</p>		
<b>Action items:</b>	<b>Person responsible:</b>	<b>Deadline</b>

**Adjournment**

There being no further business, meeting adjourned at 2:30pm