



Foothill College Accreditation 2011

Accreditation Steering Committee Planning Meeting

October 18, 2010, 2:00p.m.

President's Conference Room

Minutes

Attending:

Maureen Chenoweth
Judi McAlpin

Dolores Davison
Matais Pouncil

Darya Gilani

Kurt Hueg

1. Survey

- a. Researcher Elaine Kuo updated the group on the survey that will be going to students and faculty/staff to assess the ACCJC Standards. Some of the concerns include verifying that students are enrolled, that the email does not get sent to the spam filters, and that the email is possibly sent twice if response rate is low. Matais recommended including a narrative about the purpose of the survey, which Elaine confirmed would be included.

2. Deadlines

- a. Dolores advised the Committee to send out a verification of the deadlines, as there has been some confusion about expectations. Kurt will send an email stating that the Drafts are due to Tri-Chairs on November 8.
- b. In the next meeting of the Steering Committee, more deadlines will be set concerning editing and feedback, as well as for marketing to print the Document.

3. Standard Team Check-Ins

- a. Teams are meeting, but 2 standard teams have not met since Spring. They are both scheduled to meet in the next couple weeks.

4. Other

- a. There was a brief discussion about the Appendices, flowcharts, index, and the research needs regarding demographics and the ARCC report.