



## Foothill College Accreditation 2011

Accreditation Standard III Committee  
Minutes  
May 4, 2010  
12pm  
Altos Room

### **Present:**

Shirley Barker, Art Heinrich, Margo Dobbins, Diana Cohn, Judy Baker, Jay Patyk, Asha Harris,  
Karen Oeh, Brenda Visas, David Ellis, Kurt Hueg

### **Discussion:**

1. **Team Members:** Shirley Barker, Art Heinrich, Margo Dobbins, Diana Cohn, Judy Baker, Jay Patyk, Asha Harris, Karen Oeh, Brenda Visas, David Ellis, Kurt Hueg, Annette Stenger, Sara Seyedin, Jerry Cellilo, Glenn Violett, Pat Hyland, Donald MacNeil
2. Each group will have a district link and a leader to get the group moving forward. Kurt suggested that each group set up a meeting with district leaders, such as, Dorene Novotny, Vice Chancellor of Human Resources and Charles Allen, Executive Director of Facilities to establish district contacts for information.
3. Shirley Barker will monitor all of the groups to make sure that we are all moving in the right direction. She has stressed that if we noticed that we are not on the right path we must address it as soon as possible.
4. Students Role: The student should be invited to all meetings. They will be emailed directly for meetings time and locations. Student should not be assigned a writing or specific task. We need to use them as a liaison for feedback. And we should not rely on



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our one assigned student for total feedback as we need them to help us get feedback from the students as a whole.

5. Foothill College has set up an accreditation webpage. The website has all of the templates and for each standard and the latest information. The website can be accessed through the Foothill College website:  
<http://www.foothill.edu/president/accreditation.php>
6. Any updates for our group should be sent to Darya Gilani. She has been charged with the task of updating the website.
7. Kurt suggested that each group identify the weakness and strength during the assessment review. We do not want to overlook any weakness nor spend excessive amounts of time on areas that are strong.
8. Margo suggested that we review the last accreditation cycle to see if there are any areas that were in need of improvements.
9. Kurt said that he will get copies of the last accreditation cycle and other colleges who recently passed the accreditation to the committee.
10. Each group had a breakout session to review the templates and questions. Identify which questions could be answered by the college and which questions to be answered by the district. The questions were divided up among group members to answer and meet at a later date to discuss findings.



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### 11. Team Members Assignments:

- **Human Resources**
  - Asha Harris (District Link and Lead)
  - Pat Hyland
  - Jerry Cellilo
  
- **Financial Resources**
  - Shirley Barker (District Link and Lead)
  - David Ellis
  - Jay Patyk
  - Diana Cohn
  - Sara Seyedin
  - Glenn Violet (may be out due to extended back illness)
  
- **Physical Resources**
  - Brenda Visas (Lead)
  - Margo Dobbins
  - Art Heinrich (District Link)
  - Annette Stenger
  
- **Technology Resources**
  - Judy Baker (District Link and Lead)
  - Kurt Hueg
  - Karen Oeh
  
- **Undecided**
  - Donald MacNeil