



**Minutes of the Regular Meeting of the
Continuous Accreditation Readiness Team (CART)
Tuesday, September 16, 2014, 3:30 p.m., Board Room**

Administrative Council	<input type="checkbox"/> Nicholas Akinkuoye - VP	<input type="checkbox"/> John Lau - VP	<input type="checkbox"/> Todd Finnell - VP	<input type="checkbox"/> Efrain Silva - Dean
	<input type="checkbox"/> CHRO	<input checked="" type="checkbox"/> Tina Aguirre - Dean	<input checked="" type="checkbox"/> James Patterson-Dean	<input type="checkbox"/> Ted Ceasar - Dean
	<input type="checkbox"/> Sergio Lopez - Dean	<input checked="" type="checkbox"/> Susan Carreon - Dir.	<input type="checkbox"/> Jeff Cantwell - Dir.	<input type="checkbox"/> Gloria Hoisington- Dir.
	<input checked="" type="checkbox"/> Jose Carrillo - Dir.	<input type="checkbox"/> Jeff Enz - Dir.	<input type="checkbox"/> Carlos Fletes - Dir.	<input type="checkbox"/> Becky Green - Dir.
	<input type="checkbox"/> Betty Kakiuchi - Dir.	<input type="checkbox"/> Omar Ramos - Dir.	<input type="checkbox"/> Lisa Seals - Dir.	<input type="checkbox"/> Rick Webster -Dir.
	<input type="checkbox"/> Bill Gay - PR Consult.			
Instructional Council	<input checked="" type="checkbox"/> Kevin White	<input checked="" type="checkbox"/> Allyn Leon	<input type="checkbox"/> Dave Drury	<input type="checkbox"/> Ed Scheuerell
(Dept. Chairs and Coords.)	<input type="checkbox"/> Rick Goldsberry	<input type="checkbox"/> Becky Green	<input checked="" type="checkbox"/> Kathleen Dorantes	<input type="checkbox"/> Ed Wells
	<input type="checkbox"/> Jose Lopez	<input checked="" type="checkbox"/> Jill Nelipovich		
Other	<input type="checkbox"/> Trini Arguelles (NT)	<input type="checkbox"/> Michael Heumann (T)	<input type="checkbox"/> Brian McNeece (T)	
	<input type="checkbox"/> Jessica Waddell (CC)	<input checked="" type="checkbox"/> Oscar Hernandez (T)	<input type="checkbox"/> Norma Nunez (NT)	
	<input type="checkbox"/> Martha Garcia (NT)	<input type="checkbox"/> Mary Carter (CC)	<input type="checkbox"/> ASG Rep*	
Visitors:				
Recorder:	Linda Amidon			

- A. Call to Order – Tina Aguirre
 - The regular meeting of the Continuous Accreditation Readiness Team (CART) was called to order by CART Co-Chair Tina Aguirre at 3:35 p.m.
- B. Review and Approval of Minutes of August 26, 2014 and September 2, 2014 Meetings – Tina Aguirre
 - Correction was made to the attendees of the August 26, 2014 meeting: Added Kathleen Dorantes and Jose Carrillo.
 - M/S/C Leon/Carreon to approve the minutes of the August 26, 2014, meeting as corrected and the minutes of the September 2, 2014, meeting as presented
- C. Update on Previous Discussion Items
 - a. Report from Writing Team for Recommendation 1 – Team Lead Ted Ceasar
 - Linda Amidon reported she had received an email from Team Lead Ted Ceasar informing her that he is out of town and that the team would be meeting this week
 - b. Report from Writing Team for Recommendation 8 – Team Lead John Lau
 - Member Kevin White reported the team had its first meeting and discussed the structure of the response. VP John Lau will meet with Dr. Nick and will get back to the writers. All on the team need the same materials in binders. Dr. Nick is to attend the next meeting. Member White requested that deadlines be sent to Team 8 members.
 - c. Review of Draft Student Survey 2014 from Task Force Meeting
 - Members reviewed each of the 40 questions included the survey and provided input:
 - Question #7 ranking appears to be off
 - The phrase “educational needs” is referenced throughout the survey (accreditation terminology)
 - Question #10 revise definition of “hybrid”
 - Question #14 Bill Gay suggested adding the 10-week quarter term as an option
 - Question #20 change “world” to “political/religious” view

- Question #21 delete
- Questions #33 and #34 check that only 1 applies
- Question #38 "campus" events
- Add questions related to:
 - ✓ Marital status
 - ✓ Travel mode
 - ✓ Financial Aid: "Financial Aid staff is helpful to me.."
 - ✓ Sufficient access to computers
 - ✓ Tutoring Services: "Tutors are helpful..."

D. New Discussion

- a. Should we have a forum to review the standards?
 - Members agreed that forums should be held beginning spring 2015
- b. Members discussed the timeline and preparation of the Mid-Term Report which is due in March 2016:
 - Need to confirm the standards that will apply to the Mid-Term Report (existing standards or recently revised standards)
 - Need a crosswalk of old to new standards
 - The report must be completed by December 15, 2015
 - Establish the Mid-Term Report teams in early spring 2015 as it keep accreditation on everyone's mind
 - Suggestion was made to assign the Follow-Up Report team members to work on the Mid-Term Report
 - Suggestion was made to include the following individuals on the Mid-Term Report Standard Teams:
 - ✓ Standard 1 – CSSO; EMPC Chairs; representatives from Academic Senate, College Council, and Classified Staff
 - ✓ Standard 2 – Instructional Deans; Student Services Deans; Lead Counselor; Dean over the Library; Jill Nelipovich, Basic Skills Coordinator; representatives from Academic Senate and Classified Staff
 - ✓ Standard 3 – CHRO; CBO; CTO; Directors Rick Webster, Carlos Fletes, Jeff Cantwell, Omar Ramos, Jeff Enz, and Jose Carrillo; representatives from Academic Senate and Classified Staff ; Jessica Waddell
 - ✓ Standard 4 – CIO as the ALO; Vikki Carr; representatives from Academic Senate, College Council, and Classified Staff

E. Action Items

- None

F. Adjournment

- M/S/C Nelipovich/Leon to adjourn the meeting
- The meeting was adjourned at 4:40 p.m.

G. Next Meeting (CART meets the first and third Tuesday of each month)

- The next regular meeting: October 7, 2014, 3:30 p.m., Board Room