

Moorpark College Accreditation Core Team Meeting

February 3, 2022, 3-4 pm

Attendees

Position	Name	Present
Interim VPAA; ALO	Mary Rees	X
Academic Senate President	Erik Reese	X
Classified Senate President	Linda Resendiz	X
Dean of Institutional Effectiveness	Oleg Bepalov	
Dean of Student Learning	Priscilla Mora	X

1. Progress Check

A. **Yayyy!** These are now finished: I.C and II.B

B. Minor Work Remaining:

- **I.B.7** Erik is working on this, has a draft, and will finish it up soon.
- **II.A.** II.A.5 still needs to be completed (partial): Erik will review to determine a plan for this. Erik will coordinate with Ruth and Nicole on this.
- **III.B:** just III.B.2 still needed. Mary will reach out to Jennifer on this one; request to finish by the end of next week—noon on Friday, 1/14. Jennifer relayed to Mary that she thinks she can still do this by Friday. Mary will check with Jennifer if she didn't upload it.
- **IV.B.3:** Needs evidence uploaded + one more needing evidence. Erika and Julius had planned to meet in December—but reschedule to January. Done. Only some evidence pieces need to be added. Erik and Linda are coordinating on the evidence. Erik and Linda will meet to discuss.

C. Still Missing Several Pieces:

- Plan for III.D Financial Resources—still nothing in our folder: (January 18 hard stop?-- 1/20 DCAP). David has a plan to move his drafts to Jennifer today. Jennifer may reach out to Priscilla. Mary is encouraging Jennifer to let David take the lead and then let the VPs of BS fill in.

Mary connected with Jennifer and Julius about this on 1/5. They believe that VPs of BS will likely need to work on this. This Standard may need to be reviewed later. Jennifer said they are making good progress on these. Standards have been divided, and they are more than half finished.

2. Calendar Check-In

A. Need to identify dates for ASMC: 2 dates in February and/or early March

- One date has been set for 3/3. Erik and Mary will present. If ASMC wants a second date, they will schedule later.

B. Check Spring Planning Retreat and Town Hall dates.

- At the 2/1 Senate meeting, Erik went over some items in II.A and then they divided into three groups. Some initial feedback was provided.
- For the 2/16 Classified Senate, Linda has Mary on the schedule. The likely format will be an overview of folders, a review of the QFE, and then possibly break out into smaller groups with specific standards relevant to governance (not likely the same standards as Senate is using.)
- The second Classified Senate meeting is on March 10: the date slated to review the district components of the Standards. This can be used as a prompt to nudge the District to complete its work.
- We are still planning to have the items in chunks throughout the Spring 2022 review. It will be collated and put into a single document in the summer prior to the final Fall 2022 review.
- The Town Hall is on April 21. The focus of this is more of a report out, usually with a budget focus. This could include a short report on the ISER.
- The Spring Planning Retreat has been moved to April 22. This is more of an input meeting. We will want to get additional feedback then. Erik will give some thought to the focus for each of these meetings.

3. Items Requiring Follow-up

- A.** Note from 12/ 2/21 Core Team Meeting: II.A.15: Need to add program discontinuance information to catalog. Reference the BP/AP in the information for students who want more detail. Mary will connect with Letrisha and Scarlet to ask them to find sample language from another college catalog as a base template for possible consideration. This language will be included for all catalogs: MC, OC, VC. *Mary to follow up.*
- B.** SLOs on Syllabi and Syllabi Collection
- Erik will be sharing this need at the Department Chairs meeting on 2/3.
 - Oleg reported that the teams he's been on have asked for a random selection of syllabi for the most recent semester.
 - For CORs, Letrisha, Scarlet, or Ana can update them as administrators without the class needing to go through a whole course modification.
 - Oleg is planning to focus on syllabus collection with accurate SLOs in Fall 2022. Erik suggested the key reminders be included in the welcome letter from deans and others, including what to include in the syllabus. That can be the larger push. (It's best to get the correct SLOs this Spring.). II.A.3: "All syllabi include student learning outcomes as listed on the officially approved course outlines."
- C.** District Understanding of Timeline (not discussed)
- D.** Catherine's ACCJC Visit (Advanced Training): Requesting March 18, sometime between 10-2
- possibly a separate group: not core team or a standing meeting
 - put together a few questions; not good to decline

Possible Questions for Catherine:

- How would they prefer that we present the fiscal data with multi-year projections?
- What are areas that we should specifically focus on?
- What would best facilitate this work for the teams?

This additional question was discussed but Oleg mentioned an answer: What is best for the team in terms of how the ISER is presented, specifically for evidence: Do they prefer the whole document or are just the specific pages okay?(Per Oleg, highlight the specific pages or pull out the particular pages only from the whole document.) Oleg will think of additional questions and send them to Mary.

4. Any Initial Feedback?

Future Topics/Tasks:

Next Core Team Meeting: Thursday, 3/3 at 9 am

- This will be after the 3/1 Senate meeting and before the 2nd Classified Senate meeting.

Other Scheduled Core Team Meetings:

- March 24
- April 15 (prep 4/22 Town Hall format and documents)
- May 5
- June 2
- June 23

Prior Notes on Plan for Sharing

*Identify 2-4 Standards to share: could be different ones for Senate and for ED-CAP, along with all folders.

- Standards to Share at **Senate**: Link to Whole Folder, QFE Narrative + 2-4 Standards, perhaps some of these?

access to all folders

I.B.2

I.B.6

II.A.2

II.A.3 Erik confirmed these 4 plus QFE.

II.A.7

- Standards to Share at **ED-CAP**: Link to Whole Folder, QFE Narrative + Standards, perhaps 11.A.2, + one about overall planning + one about fiscal issues? Consider one related to the Mission for Ed-CAP.

access to all folders

I.B.2

I.B.6

I.B.9 plus QFE

A. Focus:

- SLO-related items. (especially Senate)
- Multi-Year Budget Projections and fiscal sections. (Especially at ED-CAP)
- Any section that has an improvement plan

B. Method:

- Can be shared electronically and/or scribe for a table group, depending on committee/event.
- Feedback incorporated into document by core team.
- Updates shared with writing teams between March 18 and April 21 meetings for any further feedback.