

Standard I Accreditation Self Study Team
Institutional Mission and Effectiveness
10-04-04

Members Present:

Andrew LaManque, Chair, Carleen Bruins, Cindy Castillo,
Rich Hansen, Lydia Hearn, Carolyn Keen, Duane Kubo,
Jean Libby, Carolyn Wilkins-Green, Kevin Glapion,
Karl Schaffer, Pat Fifield

The purpose of the Self Study Process is to develop a view of the institution that verifies integrity and promotes quality and improvement.

There are at least three outcomes. Team members will have learned some aspect of the college that they were previously unaware of, the teams collective wisdom will ultimately result in an evaluation that will contribute to improvements in student learning, and each section of the report will include a descriptive summary, self evaluation and planning agenda. The report will be completed in 2004-05.

All members are encouraged to speak freely. The ultimate goal is to reach consensus of thought. That may mean that not each individual thought will be included. We should seek ways to incorporate all voices.

Andrew suggested that we group into sub-teams to dig into different topics.

We did not reach consensus on Mission Statement last year. Question: Are there minutes available on last years work. The College Council addressed issue. Tina Woo should have those minutes. Academic Senate and Curriculum Committee also addressed issue. Lydia Hearn may have those minutes on her computer. If so, she will e-mail them to Andrew. Andrew will either e-mail to committee or post to web.

Question: Will the idea of “exit exams” be a part of our work. The Faculty Senate is against it. It may not be a part of the mission but could certainly be a part of effectiveness. A lot of discussion followed. How would you demonstrate if the exam is effective? How would it be designed? What do you test on?

Rich Hansen explained that this is being discussed at the State level and that the state academic senate had voiced concern about the standards in terms of their emphasis on learning outcomes. This function needs to be in the hands of the faculty. How do you measure the effectiveness of the library?, the Counseling Staff? Other areas? How do you know if you are successful? Just because the library has a specific number of books and materials, how do you measure if the students are using them?

We need to examine what we have in place here now.

How well does the institution facilitate learning?

Quality is there (library example what are you providing? Books etc.
Now the new layer is to push the envelope.

Question Will there be overlap between Standard 1 and Standard 2.

Foothill will do report on themes.

At the end of process Robert Griffin will do a summary.

Standard 1 is at a broader level.

Question: Is it useful to look at other colleges? Robert Griffin will be attending training on process. There are many approaches.

We have to remember this is a self-study.

We need to review all material. Rich Hansen may be able to get copies of last report.

We need to break into smaller groups to dig out information.

Carleen Bruin and Lydia Hearn will work on Mission.

Duane Kubo and Carolyn Wilkins Green will work on number 1,2,3 in Improving Institutional Effectiveness

Cindy Castillo, Christina Espinosa-Pieb and Pat Fifield will work on #5.

Jean Libby will work on #4.

Andrew and Rich will work on where the items cross over and link up.

We need to have everyone join a group.

We need to look at what way we do the function, where do we do it, how do we do it, Is it working?

Question: Will there be students on the committee. Christina is looking into this. And there should be students on the committee.

Next meeting 10-11-04 at 12:30. same room.