

Standard I Accreditation Self Study Team
Institutional Mission and Effectiveness
11-22-04

Members Present

Andrew LaManque, Chair, Cindy Castillo, Carolyn Keen,
Duane Kubo, Mayra Cruz, Rich Hansen, Thia (student rep), Pat Fifield

Members Absent

Carmen Pareda, Lydia Hearn, Carolyn Wilkins-Green,
Kevin Glapion, Carleen Bruins, Karl Schaffer

Minutes from 11-8-04 passed out for corrections.

No meeting held on 11-15-04 to give sub groups times to work on drafts.

Andrew introduced new student representative Thai Ry Chang Urena, a new De Anza student from San Jose, Costa Rica (a DASB Junior Senator).

Next week (11-29-04) will be last meeting of year.

(finals begin 12-06-04 and many will be off campus until 1-3-05)

First meeting of the new year tentatively scheduled for 01-10-05.

Groups should continue to work on drafts. E-mail data to Andrew BY DECEMBER 10, 2004, who will assemble for our meeting on 01-10-05.

We will plan on having a rough draft on 01-10-05.

Duane wanted to have group discussion on Staff Survey question #9 “The resource allocation process fairly provides for allocation of materials, resources, equipment, and personnel” 62% of respondents either strongly disagree or disagree with statement.

Program review process most widely discussed.

You might not be aware of the resource allocation process if you are not connected to a committee although it has been widely discussed in divisions. Every division had substantial discussion due to cuts last year. People tend to react to the outcome of a process in such groups as the College Council which is a contingency-based group.

Is there any other evidence available other than program review?

Ask the senate

Ask other college constituencies

Christina indicated that she has a lot of documentation housed in her office. Christina suggested that when she was ALO (accreditation liaison officer) she had boxes for each issue that contained the evidence. If an accreditation review team member had a question they could simply go through the appropriate box and review the documentation.

Next meeting 11-29-04 Don Bautista Room 12:30 to 1:30