MEETING OF
ACADEMIC AFFAIRS CLUSTER COMMITTEE
MINUTES

Thursday, October 10, 2013
1:30PM
Conference Room SSA 219

PRESENT
Nabeel Barakat, Kristi Blackburn, Kate Campbell, Paul Grady, Jonathon Lee, Marco Marrufo (Student), Nancy Morales (Student), Luis Rosas, Elena Reigadas, Farah Saddigh, Andrew Sanchez, Jim Stanbery, Nola Timms, Tricia Wickers (for Lynn Yamakawa), Vania Yalamova, Brad Young

Call to Order:
The meeting was called to order at 1:35pm.

I. Acceptance of Agenda
Agenda approved with following changes:
   1) Item VI. Planning – Updating Educational Master Plan Draft (J. Stanbery)
   2) Add Public Comments after Acceptance of Minutes (B. Young)

II. Acceptance of Minutes 9/26/13
Minutes approved with no changes.

Public Comments – Brad Young shared that he has recently received three requests from the student services area to accommodate students with serious mental health issues. Luis Rosas and Mr. Young will meet with Abbie Patterson to discuss reasonable accommodation and liability issues.

III. Accreditation (J. Stanbery)
Mr. Stanbery reported that the Standard team meetings are going forward. He also noted that Dr. Kristi Blackburn has made available on the college website relevant information as to when the standard teams meet and who the members are.

IV. SLOs & Program Review (E. Reigadas)
Dr. Reigadas deferred to Dr. Kristi Blackburn for her presentation on Program Review Data.
V. **Demonstration of Program Review (K. Blackburn)**

Dr. Blackburn shared with the committee several different handouts related to her discussion of accreditation and program review. One of the handouts included the ACCJC summer newsletter that describes some of the updates and changes that are coming to the standards that will go into effect January 2014.

An updated version of the program review schedule was also distributed. Program review data files are available on the Z drive of most campus desktop computers. Division chairs were encouraged to explore the various files and contact Dr. Blackburn with any questions.

The topic of SB1456 entered the discussion on program review. A recommendation was made that Student Services present a college-wide forum on its implementation so that divisions can have results prior to updating their unit plans.

VI. **Planning**

Jim Stanbery underscored the need to start redrafting the Educational Master Plan for 2013/14 stating that it is overdue. Mr. Stanbery then went on to recommend that a drafting team made up of Mercy Yanez from Student Services, Ivan Clarke from Administrative Services, a representative from ASO and the two deans of academic affairs, Dr. Stephanie Atkinson-Alston and Dr. Bobbi Villalobos be authorized to start this work as soon as possible.

**Meeting Adjourned at 2:40 p.m.**