

**Minutes of the Regular Meeting of the
Continuous Accreditation Readiness Team (CART)
Friday, June 5, 2020, 10:00 a.m., Location: Zoom Online Conference
Approved September 4, 2020**

Voting Members <i>(SEMPC Co-Chairs Count as 1 Vote)</i>		Consultants (Continued)
<input checked="" type="checkbox"/> Dr. Christina Tafoya –VP Academic Services/ALO	<input type="checkbox"/> Dr. Henry Covarrubias – SEMPC Co-Chair/Dean Student Services and Special Projects	<input type="checkbox"/> David Drury – Dean Math & Sciences
<input checked="" type="checkbox"/> Dr. Daniel Gilison – Dept. Chair, Science	<input type="checkbox"/> Dr. Robert Price – SEMPC Co-Chair/Dean Health & Public Safety	<input type="checkbox"/> Roberta Webster – Assoc. Dean Nursing & Allied Health
<input type="checkbox"/> Suzanne Gretz – Dept. Chair, BSS	<input checked="" type="checkbox"/> Dr. Cuahtemoc Carboni – Academic Senate Faculty Rep	<input type="checkbox"/> Betsy Lane – Dean Arts, Letters, Learning Svcs.
<input checked="" type="checkbox"/> Carol Hegarty – Dept. Chair, Humanities	<input checked="" type="checkbox"/> Jose Carrillo – College Council Representative/Director of Institutional Research	<input type="checkbox"/> Dr. Henry Covarrubias – Dean Counseling & Special Projects
<input checked="" type="checkbox"/> Dr. Michael Heumann – Dept. Chair, English	<input type="checkbox"/> Roxanne Nuñez - Counseling Representative	<input type="checkbox"/> Victor Torres – Assoc. Dean EWD/Non-Traditional Instruction
<input checked="" type="checkbox"/> Martinez, Andres – Dept. Chair, Business	<input checked="" type="checkbox"/> Human Resources Representative (Clint Dougherty, CHRO)	<input type="checkbox"/> Bianca Bisi – Interim Assoc. Dean Student Equity & Achievement
<input type="checkbox"/> Jill Nelipovich – Dept. Chair, Math and Engineering	<input checked="" type="checkbox"/> Cecilia Duron, Administrative Services Representative /Director Fiscal Services	<input type="checkbox"/> Cecilia Duron – Director Fiscal Services
<input type="checkbox"/> Sydney Rice – Dept. Chair, ESL	<input type="checkbox"/> Associated Student Government Rep (Renee Morales)	<input checked="" type="checkbox"/> Jose Carrillo – Director Institutional Research
<input type="checkbox"/> Andrew Robinson – Dept. Chair, ESW	<input type="checkbox"/> Associated Student Government Rep (Kylee Baker)	<input type="checkbox"/> Xochitl Tirado – Distance Ed Coordinator
<input checked="" type="checkbox"/> Dr. Jose Ruiz – Dept. Chair, WLSC	Consultants	<input type="checkbox"/> Kevin Howell – SLO Coordinator
<input checked="" type="checkbox"/> Jose Velasquez, Dept. Chair, ITEC	<input type="checkbox"/> Dr. Martha Garcia – Superintendent/President	<input type="checkbox"/> Mary Jo Wainwright – CTA Representative
CART Co-Chairs	<input type="checkbox"/> Deedee Garcia – VP Administrative Services	Guests
<input checked="" type="checkbox"/> Dr. James Patterson –Accreditation Coordinator	<input checked="" type="checkbox"/> Dr. Lennor Johnson, VP Student Services	Hope Davis, IVC Music Professor
<input type="checkbox"/> Dr. Robert Price – Dean Health & Public Safety	<input type="checkbox"/> Dr. Robert Price, Dean Health & Public Safety	
Recorder	<input checked="" type="checkbox"/> Efrain Silva - Dean, Economic & Workforce Development	
<input checked="" type="checkbox"/> Linda Amidon		

A. Call to Order

1. Accreditation Coordinator/CART Co-Chair Dr. James Patterson called the regular meeting of the Continuous Accreditation Readiness Team (CART) to order at 10:04 a.m.

B. Approval of Minutes

1. Approval of Minutes from May 1 and May 15, 2020
 - The minutes of May 1 and May 15, 2020, were approved as presented.

C. Approval of 2020 Follow Up Report

- Coordinator Patterson reviewed the Follow Up Report with team members and made minor changes. He noted the information and evidence documentation still outstanding.
- Director Carrillo reported that the IR Department will be sending the Spring 2020 survey to all 2020 graduates this month. Coordinator Patterson will add the status of the survey on the agenda for the August 21, 2020 CART meeting.
- M/S Dougherty/Ruiz to approve the 2020 Follow Up Report as modified. The motion carried.

D. Finalization of CART Committee Self Evaluation

- Following a brief review of the completed sections of the self-evaluation, Coordinator Patterson recommended adding the following CART goals for 2020-2021 to the self-evaluation form:
 1. Respond to concerns/issues raised by the Commission (Target date: January 2021).
 - Coordinator Patterson explained this is a duplicate of the 2019-2020 goal but it relates to the Follow Up Report.
 2. Begin development of the Midterm Report due to ACCJC in 2022.
 - Coordinator Patterson stated that the Midterm Report will address compliance Recommendations 1 and 2 as well as evaluation team improvement Recommendations 3, 4, and 5. He stated that Recommendation 3 and Recommendation 5 have been addressed in the response to Recommendation 2 in the Follow Up Report (i.e., Employee Evaluation Process and Procedures, and Professional Development Funding Request Process). He stated that between the activities of the Professional Development Committee and the Faculty Teaching and Learning Committee the college has made significant headway on Recommendation 5.
 - The college will also need to provide an update on the college's implementation of Guided Pathways.
 - Coordinator Patterson recommended that an inquiry team be established for each of the five recommendations, and he suggested that department chairs and GP Tri-Chairs serve on the teams.
 3. Continue to track learning outcomes assessments scheduled and completed.
 - This goal was added at the request of Director Carrillo and is based on the need for continued support of Recommendations 1 and 2 as they relate to SLOs. Director Carrillo suggested adding SLOs as a standing item on the CART agenda to provide the focus and attention that SLOs deserve.
 - Coordinator Patterson noted that this year CART established the requirement for department chairs/coordinators/directors to provide their assessment schedules to the Outcomes and Assessment Committee and to CART. He suggested that the OAC Coordinator report to the Academic Senate which assessments are scheduled to take place and how many of those assessments were actually completed, and that these reports be provided at least once a semester.
 - M/S Carboni/Hegarty to approve the CART Committee Self Evaluation as completed. The motion carried.

E. Evaluation of Follow Up Report Development Process

- Director Carrillo remarked that the campus overall still did not place the required importance of preparing the report at the forefront. He cited as evidence the poor attendance at campus forums that Dr. Patterson coordinated. CART's efforts are notable, but it is his view that the organization doesn't seem to value what the accreditation process entails. Director Carrillo also emphasized the need for the

college as a whole to really believe in accreditation. But he acknowledged the issue has more to do with the need to increase the culture of planning and accreditation at the college.

- Coordinator Patterson recommended sending an accreditation update or newsletter once or twice a semester to address Director Carrillo's concerns. He also recommended student involvement in the inquiry process.
- VP Tafoya agreed that we may not have gotten the participation at the forums, but she doesn't believe it is due to the college not placing the right amount of priority on accreditation. She cited the ongoing work of CART and the fact the college has a faculty accreditation coordinator as evidence the college does place accreditation as a priority. She stated that by CART not doing what many colleges do – wait until the last minute to work on accreditation report – IVC does not experience the institution-wide angst that those colleges experience. VP Tafoya views this as a positive thing.
- Coordinator Patterson found it interesting that the two compliance recommendations naturally fell to two committees, the Outcomes and Assessment Committee (Recommendation 1) and CART (Recommendation 2). He acknowledged the committee coordinators sometimes had different expectations and this created some tension. He recommended that moving forward, if inquiry teams are established for the Midterm Report, it will be important to look at the coordination and collaboration between the teams.
- Dr. Patterson thanked VP Tafoya for pushing him to start work on the Follow Up Report in November.
- Members recognized Dr. Patterson and Linda for their work on the Follow Up Report.

F. Adjournment

1. Next Meeting
 - Friday, August 21, 10:00 a.m.
2. Adjournment
 - The meeting adjourned at 10:51 a.m.