



Continuous Accreditation Readiness Team (CART)

Friday, January 31, 2014, 9:00 a.m.

Board Room

Administrative Council				
	<input checked="" type="checkbox"/> Kathy Berry - VP	<input checked="" type="checkbox"/> John Lau - VP	<input checked="" type="checkbox"/> Todd Finnell - VP	<input type="checkbox"/> Efrain Silva - Dean
	<input checked="" type="checkbox"/> Marion Boenheim, CHRO	<input checked="" type="checkbox"/> Tina Aguirre - Dean	<input checked="" type="checkbox"/> Brian McNeece -Dean	<input type="checkbox"/> Ted Ceasar - Dean
	<input checked="" type="checkbox"/> Sergio Lopez - Dean	<input type="checkbox"/> Susan Carreon - Dir.	<input checked="" type="checkbox"/> Jeff Cantwell - Dir.	<input type="checkbox"/> Gloria Hoisington- Dir.
	<input type="checkbox"/> Jose Carrillo - Dir.	<input type="checkbox"/> Jeff Enz - Dir.	<input type="checkbox"/> Carlos Fletes - Dir.	<input type="checkbox"/> Becky Green - Dir.
	<input type="checkbox"/> Betty Kakiuchi - Dir.	<input type="checkbox"/> Omar Ramos - Dir.	<input type="checkbox"/> Lisa Seals - Dir.	<input type="checkbox"/> Rick Webster -Dir.
	<input type="checkbox"/> Bill Gay - PR Consult.			
Instructional Council	<input checked="" type="checkbox"/> Craig Blek	<input type="checkbox"/> Rick Castrapel	<input type="checkbox"/> Dave Drury	<input checked="" type="checkbox"/> Daniel Gilison
(Dept. Chairs and Coord.)	<input type="checkbox"/> Rick Goldsberry	<input type="checkbox"/> Becky Green	<input checked="" type="checkbox"/> Carol Hegarty	<input checked="" type="checkbox"/> Gaylla Finnell
	<input type="checkbox"/> Jose Lopez	<input type="checkbox"/> Jill Nelipovich	<input checked="" type="checkbox"/> Terry Norris	<input type="checkbox"/> James Patterson
	<input type="checkbox"/> Sydney Rice	<input type="checkbox"/> Jose Ruiz	<input checked="" type="checkbox"/> Ed Scheuerell	<input type="checkbox"/> Ed Wells
	<input type="checkbox"/> Kevin White	<input type="checkbox"/> Cathy Zazueta		
Other	<input type="checkbox"/> Trini Arguelles (NT)	<input type="checkbox"/> Michael Heumann (T)	<input checked="" type="checkbox"/> Alex Cozzani (T)	<input checked="" type="checkbox"/> Eric Lehtonen (T)
	<input type="checkbox"/> Jessica Waddell (CC)	<input type="checkbox"/> Oscar Hernandez (T)	<input type="checkbox"/> Norma Nunez (NT)	<input checked="" type="checkbox"/> Patricia Robles (C)
	<input type="checkbox"/> Martha Garcia (NT)	<input type="checkbox"/> Mary Carter (CC)	<input checked="" type="checkbox"/> ASG Rep*	
			*Andrea Montano	
Visitors:				
Recorder:	Linda Amidon			

- A. Call to Order – Brian McNeece and Tina Aguirre
 - Dean McNeece called the regular meeting of the Continuous Accreditation Readiness Team (CART) to order at 9:03 a.m.
- B. Review and Approval of Minutes of January 24, 2014, Meeting
 - M/S/C Blek/Finnell to approve the minutes of the January 24, 2014 meeting as corrected (add: funding of OPEB liability to items pending for the Follow-Up Report)
- C. Update on Previous Discussion Items
 1. Review and Approval of 2014 Warning Follow-Up Report
 - Dean McNeece briefly described the college’s responses to the recommendations in the Follow-Up Report and how the report was prepared
 - Dean Aguirre explained that the Educational Master Plan goals have been absorbed into the institutional goals, and this terminology is used throughout the report
 - The report contains consistent information regarding information literacy/competency; this information needs to be included in the General Catalog
 - Revisions were made to the report based on review and input of committee members
 - VP John Lau reported that the Budget and Fiscal Planning Committee has agreed to a ten-year timeline to get to a 16.6% reserve
 - VP John Lau also reported that the Budget and Fiscal Planning Committee will meet this afternoon to approve the Budget Guidelines and Priorities
 - VP Berry cautioned committee members not to expect to come off warning with this Follow-Up Report; she anticipated that the Commission might want to see evidence that the budget is stabilized and an approved OPEB funding plan in place; VP stated that the college has not done what the Commission has asked it to do; the college must meet all recommendations in two years – if the recommendations aren’t met by March 2015, the sanction may be greater
 - **M/S/C Blek/Lopez to approve the draft Follow-Up Report as presented with the understanding that revisions may continue to be made. The motion carried.**
 - The Follow-Up Report will be submitted electronically to the Board for its February 19, 2014 meeting

- VP Berry informed the committee that there will be a follow-up site visit sometime between March and May; the college must prepare faculty, staff and students for the visit via campus forums and other activities; during the site visit the Commission expects to see that the college is continuing to work on the deficiencies
- 2. Status of Evidence for all Recommendations
 - Committee members were asked to send any evidence to Linda for forwarding to the appropriate administrative assistant
- 3. Critical Dates:
 - February 3 College Council accepts the Follow-Up Report
 - February 5 Academic Senate accepts the Follow-Up Report
 - February 19 Board certifies the Follow-Up Report
- D. Adjournment
 - The meeting was adjourned at 9:43 a.m.
 - Next Meeting: February 7, 2014, 10:00 a.m., Board Room.