



**Minutes of the Regular Meeting of the
Continuous Accreditation Readiness Team (CART)
Tuesday, November 18, 2014, 4:00 p.m., Board Room**

Administrative Council	<input checked="" type="checkbox"/> Nicholas Akinkuoye - VP	<input type="checkbox"/> John Lau - VP	<input type="checkbox"/> Todd Finnell - VP	<input checked="" type="checkbox"/> Efrain Silva - Dean
	<input type="checkbox"/> CHRO	<input checked="" type="checkbox"/> Tina Aguirre - Dean	<input checked="" type="checkbox"/> James Patterson-Dean	<input checked="" type="checkbox"/> Ted Ceasar - Dean
	<input type="checkbox"/> Sergio Lopez - Dean	<input checked="" 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"/> Kevin White	<input checked="" type="checkbox"/> Allyn Leon	<input type="checkbox"/> Dave Drury	<input type="checkbox"/> Ed Wells
(Dept. Chairs and Coords.)	<input type="checkbox"/> Rick Goldsberry	<input type="checkbox"/> Becky Green	<input checked="" type="checkbox"/> Kathleen Dorantes	
	<input type="checkbox"/> Jose Lopez	<input type="checkbox"/> Jill Nelipovich		
Other	<input type="checkbox"/> Trini Arguelles (NT)	<input type="checkbox"/> Michael Heumann (T)	<input checked="" type="checkbox"/> Brian McNeece (T)	<input type="checkbox"/> Frank Hoppe
	<input type="checkbox"/> Jessica Waddell (CC)	<input checked="" type="checkbox"/> Oscar Hernandez (T)	<input type="checkbox"/> Norma Nunez (NT)	
	<input type="checkbox"/> Martha Garcia (NT)	<input type="checkbox"/> Mary Carter (CC)	<input checked="" type="checkbox"/> ASG Rep*	
			*Priscilla Ortiz	
Visitors:				
Recorder:	Linda Amidon			

- A. Call to Order – Brian McNeece
 - The regular meeting of the Continuous Accreditation Readiness Team (CART) was called to order by CART Co-Chair Brian McNeece at 4:06 p.m.
- B. Review and Approval of Minutes of November 4, 2014 Meeting – Brian McNeece
 - M/S/C Aguirre/Leon to approve the minutes of the November 4, 2014, meeting as presented
- C. Update on Previous Discussion Items
 1. Status of Follow-Up Report
 - The draft report was submitted to College Council for a first reading; while this draft version of the report still needs some polishing and linking of evidence, it basically represents the final draft of the report
 - Linking of evidence is pending
 - CART Co-Chair Aguirre reported on yesterday’s College Council discussion regarding the report:
 - College Council would like to receive the final draft in advance of its meeting – how soon can they expect to receive it?
 - Most Council members had not read the report thoroughly
 - Add reference to College Council activities related to the preparation of the report (reference is made primarily to Academic Senate activities)
 - Council wants to be sure the report addresses all questions raised by the ACCJC
 - College Council Chair Daniel Gilson will forward suggested changes and comments to CART Co-Chairs Aguirre and McNeece
 - College Council will have a special meeting on December 1, 2014, to review the Student Equity Plan, and January 5, 2015, to approve the Follow-Up Report

2. Review Timelines
 - The timeline was updated to reflect recent meetings where faculty and staff positions were reviewed, among other changes including the dates for meetings of College Council and Academic Senate to approve the report
 - CART Co-Chair McNeece participated in a webinar on the new accreditation standards; ACCJC is interested in smaller accreditation reports, they expect the evidence to carry the weight of the report
3. Student Survey
 - The committee reviewed preliminary results of the student survey
 - The committee identified the need for a task force to sort and analyze the results; it was suggested that faculty without a standing committee assignment be assigned to the task force, that Academic Senate be approached regarding this suggestion; Math Department Coordinator Allyn Leon is willing to review the data; the data will be shared with CART members when the survey closes
 - Many of the students expressed appreciation for being asked to participate in the survey
- D. New Discussion
 1. EMPC Update
 - EMPC Co-Chair Ted Ceasar reported on the EMPC meeting held Friday, November 14, 2014:
 - Completed the committee self-evaluation
 - Discussed the status of program review; the resource plan committees have completed, or will complete this week, prioritization of enhanced budget requests and are will be ready for review by the Budget and Fiscal Planning Committee at its December 3, 2014 meeting
 - Reviewed the EMPC Bylaws, which will be ready for approval at the next meeting for implementation beginning spring 2014
 - Reviewed a draft of the response to Recommendation 1
 2. Other
 - VP Akinkuoye obtained confirmation from ACCJC that the college will follow the old accreditation standards (2002) for the 2016 Mid-Term Report; the new accreditation standards will apply to the comprehensive self-evaluation due in 2019
 - The actionable improvement plans identified by the college in the 2013 self-evaluation will be addressed in the 2016 Mid-Term Report, and possibly any unmet plans from the 2007 self-evaluation
 - VP Akinkuoye attended an ASG meeting on Monday in which he addressed orientation
 - Dean of Counseling Ted Ceasar reported on Student Success activities including the online orientation, which students are now using
- E. Adjournment
 - The meeting was adjourned at 4:50 p.m.
- F. Next Meeting
 - CART meets the first and third Tuesday of each month at 3:30 p.m. in the Board Room.
 - **The next regular meeting: December 2, 2014, Board Room**