



**Minutes of the Regular Meeting of the  
Continuous Accreditation Readiness Team (CART)  
Tuesday, August 21, 2018, 3:30 p.m., Board Room**

Voting Members <i>(SEMPC Co-Chairs Count as 1 Vote)</i>	Consultants
<input checked="" type="checkbox"/> Dr. Christina Tafoya –VP, Academic Services/ALO	<input type="checkbox"/> Dr. Martha Garcia – Superintendent/President
<input type="checkbox"/> Sydney Rice – Dept. Chair, ESL	<input checked="" type="checkbox"/> Deedee Garcia – VP, Administrative Services <i>(Mary Carter attended)</i>
<input checked="" type="checkbox"/> Andrew Robinson – Dept. Chair, ESW	<input checked="" type="checkbox"/> Dr. Lennor Johnson– Interim VP, Student Services
<input checked="" type="checkbox"/> Dr. Michael Heumann – Dept. Chair, English	<input type="checkbox"/> Efrain Silva – Dean, Economic & Workforce Dev.
<input type="checkbox"/> Jill Nelipovich – Dept. Chair, Math and Engineering	<input type="checkbox"/> Dr. Robert Price – Dean, Health & Public Safety
<input checked="" type="checkbox"/> Dr. Lennor Johnson – SEMPC Co-Chair	<input checked="" type="checkbox"/> David Zielinski – Dean, Arts, Letters & Learning Services
<input type="checkbox"/> Efrain Silva – SEMPC Co- Chair	<input checked="" type="checkbox"/> David Drury – Dean, Math & Sciences
<input checked="" type="checkbox"/> Dr. Cuauhtemoc Carboni – Academic Senate Faculty Rep	<input type="checkbox"/> Roberta Webster – Interim Associate Dean, Nursing & Allied Health
<input type="checkbox"/> Erica Aguilar – College Council Rep	<input type="checkbox"/> Sergio Pesqueira – Interim Dean, Counseling & Special Projects
<input checked="" type="checkbox"/> Alan Lara– Associated Student Government Rep	<input type="checkbox"/> Victor Torres – Dean, Student Affairs & Enroll. Services
	<input type="checkbox"/> Cecilia Duron – Director, Fiscal Services
	<input checked="" type="checkbox"/> Jose Carrillo – Director, Institutional Research
	<input type="checkbox"/> Kevin Howell – SLO Coordinator
<b>CART Co-Chairs</b>	<input type="checkbox"/> Cynthia Spence – Basic Skills Coordinator
<input checked="" type="checkbox"/> Dr. James Patterson –Accreditation Coordinator	<input checked="" type="checkbox"/> Xochitl Tirado – Distance Ed Coordinator
<input checked="" type="checkbox"/> Dr. Robert Price – Dean, Health & Public Safety	<input type="checkbox"/> Kathy Rodriguez – CTA Representative
<b>Visitors</b>	
<input type="checkbox"/> Mary Jo Wainwright – CTA	<b>Recorder</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/> Linda Amidon

**A. Call to Order**

- The regular meeting of the Continuous Accreditation Readiness Team (CART) was called to order at 3:32 p.m. by CART Co-Chair/Accreditation Coordinator Dr. James Patterson.

**B. Welcome to New Members**

- Dr. Patterson welcomed and introduced Dr. Christina Tafoya, new Vice President for Academic Services and Accreditation Liaison Officer (ALO), and Dr. Robert Price, Dean of Health and Public Safety. Dr. Patterson noted that the former Dean of Health and Public Safety served as Co-Chair of CART and this is something that will be looked at soon.

**C. Approval of Minutes from May 15 and June 5, 2018**

- Dr. Patterson presented a summary of the minutes and provided brief updates, including identification of the Evaluation Team Chair: Dr. Roger Schultz, President from Mt. San Jacinto.
- The minutes from the May 15 and June 5, 2018, meetings were approved as presented.

**D. Update on Items**

- **Substantive Change Inquiries**
  - Economics ADT approved without proposal requirement**
  - Dr. Patterson reported that the Economics ADT does not require a substantive change proposal. He provided a brief background on ACCJC changes to the substantive change review process made over the last couple of years; he described the current process as a “table review”. He will be making a presentation to the Curriculum Committee regarding the substantive change review process; specifically, what triggers a substantive change review.
- **The 2018 Institutional Self Evaluation Report (ISER)**
  - The ISER has been built onto the IVC home page.
  - Most of the Instructional Council members that were asked to review pages of the ISER have done so and provided helpful feedback.
  - The ISER is still missing 26 items which are highlighted on the webpage.

- **CART Recommendation #1 to Academic Senate (Outcomes Committee)**
  - Dr. Patterson reported that at its last meeting of 2017-2018, the Academic Senate passed a resolution to take the SLO Committee and build it into what we need as a campus committee. This fall he will attend meetings of participatory governance and planning committees to present the proposal regarding the new Outcomes and Assessment Committee for feedback. The Academic Senate has also asked the various groups to review and provide feedback by the end of the fall semester.
- **CART Recommendations #3 and #4 (Guided Pathways)**
  - Recommendation #3 relates to program pathways. The recommendation proposes that, as part of the three-year comprehensive program review process, faculty review program pathways and discuss recommendations for general education classes.
  - Recommendation #4 deals with assigning oversight of developing meta majors to the Curriculum Committee. Dr. Patterson expressed concern that based on the references to meta majors he's heard around campus it appears we are not using the same meaning behind the term. In his role as newly elected Academic Senate Secretary, Dr. Patterson will visit senators and make an informal assessment of the information being circulated regarding meta majors. He sees IVC's University Studies major as a meta major.

**E. Action Item**

**1. Recommendation of the 2018 Institutional Self Evaluation Report to the President's Cabinet, College Council, Academic Senate, and Board of Trustees**

- Dr. Patterson reported he has drafted and edited the ISER, and posted it on the IVC website for public comment.
- M/S/C Heumann/Carboni to approve the recommendation of the 2018 Institutional Self Evaluation Report to the President's Cabinet, College Council, Academic Senate, and Board of Trustees.
- Discussion included review of the schedule for participatory governance committee approvals and the public comment process. Dr. Patterson explained that public comments would go to CART for review and action.

**F. Moving forward: scheduling informational forums for the campus community re: ISER**

- Dr. Patterson will work with the President's Office to schedule campus forums.
- CART Member Dr. Michael Heumann Guided Pathways Co-Chair Dr. Temo Carboni have reviewed the Quality Focus Essay (QFE). To make sure everyone is familiar with the QFE, Dr. Patterson will discuss the QFE at meetings of Academic Senate and College Council. He will also meet with the Associated Student Government (ASG) to propose a student forum.

**G. Adjournment**

- The meeting was adjourned at 3:55 p.m.

**Next Meeting: 4 September 2018**

- Dr. Tafoya informed CART members there are multiple committee meeting conflicts, and that she had suggested some changes. She suggested that CART maintain the same meeting schedule.
- Dr. Patterson briefly identified some of the items CART would address in 2018-2019: Innovations Configuration Mapping, updating the ISER, and training the trainers to deliver the message regarding the ISER.