



**Minutes of the Regular Meeting of the  
Continuous Accreditation Readiness Team (CART)  
Tuesday, September 18, 2018, 3:30 p.m., Room 804**

Voting Members <i>(SEMP Co-Chairs Count as 1 Vote)</i>	Consultants
<input 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 type="checkbox"/> Deedee Garcia – VP, Administrative Services
<input checked="" type="checkbox"/> Andrew Robinson – Dept. Chair, ESW	Dr. Lennor Johnson– Interim VP, Student Services
<input checked="" type="checkbox"/> Dr. Michael Heumann – Dept. Chair, English	Efrain Silva – Dean, Economic & Workforce Dev.
<input checked="" type="checkbox"/> Jill Nelipovich – Dept. Chair, Math and Engineering	Dr. Robert Price – Dean, Health & Public Safety
<input type="checkbox"/> Dr. Lennor Johnson – SEMPC Co-Chair	<input 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 checked="" type="checkbox"/> Victor Torres - Dean, Student Affairs & Enroll. Services
*Students Steven Rosas and Moises Hernandez also attended	<input type="checkbox"/> Cecilia Duron – Director, Fiscal Services
	<input checked="" type="checkbox"/> Jose Carrillo – Director, Institutional Research
<b>CART Co-Chairs</b>	<input type="checkbox"/> Kevin Howell – SLO Coordinator
<input checked="" type="checkbox"/> Dr. James Patterson –Accreditation Coordinator	<input type="checkbox"/> Cynthia Spence – Basic Skills Coordinator
<input checked="" type="checkbox"/> Dr. Robert Price – Dean, Health & Public Safety	<input type="checkbox"/> Xochitl Tirado – Distance Ed Coordinator
	<input type="checkbox"/> Mary Jo Wainwright– CTA Representative
<b>Visitors</b>	
<input checked="" type="checkbox"/> Angel Sandoval – Asst. Professor - English	<b>Recorder</b>
<input checked="" type="checkbox"/> Jose Ruiz – Dept. Chair, World Languages and Speech Communications	<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 3:34 p.m. by CART Co-Chair/Accreditation Coordinator Dr. James Patterson.

**B. Approval of Minutes from September 4, 2018**

- Dr. Patterson provided a summary of the minutes and brief updates:
  - Showed CART members how to access the ISER on the CART webpage and explained the beta test process. It was noted that the accreditation link does not appear on the phone app.
  - Recommendations 1, 3, and 4 will be discussed at tomorrow’s Academic Senate meeting.
  - President Dr. Garcia’s announcement to the campus community regarding the ISER went out on Friday, September 24, 2018.
  - The PowerPoint to be presented to the campus community and public will be reviewed by CART today. Co-Chair Patterson will work with ASG on the PowerPoint for the students.
- CTA President Mary Jo Wainwright informed team members that she is the CTA representative on the team, replacing former representative Kathy Rodriguez.
- The minutes from the September 4, 2018, meeting were approved as amended.

**C. Discussion**

**1. Change to bylaws voting membership to include all department chairs or designee. This would increase voting membership to 15. (This will match similar move by SEMPC.) Review CART membership in AP 3200 – Accreditation.**

- Dr. Patterson attended the last SEMPC meeting in which the voting membership reflected in the SEMPC Bylaws was revised to include all department chairs or designees as members.
- Dr. Patterson reviewed AP 3200 – Accreditation and discovered the CART membership does not align with the membership reflected in the CART Bylaws. He brought this to the attention of the CIO/ALO Dr. Tafoya who suggested that AP 3200 be updated to align with the CART membership.

- Dr. Patterson noted that key representatives are missing from the CART voting membership. He suggested that CART would be a better team if ISER Standard team leads are on the team.
- Team members reviewed the CART Bylaws and made recommendations regarding the committee composition as follows:
  - ✓ Add Human Resources and Administrative Services representatives.
  - ✓ Add a counseling representative.
  - ✓ ASG representatives in attendance recommended adding one more ASG representative.
- Dr. Patterson will make the noted changes and present the revised Bylaws to the team at the next CART meeting.

## 2. Campus and Community Information Presentations (see attached PowerPoint)

- Team members reviewed the PowerPoint and suggested revisions to shorten the presentation. Math Department Chair Jill Nelipovich offered to work with Dr. Patterson to further shorten the PowerPoint. Dr. Patterson will work with ASG on the PowerPoint to be presented to the students.
- Dr. Patterson informed the team that he and CIO/ALO Dr. Tafoya are scheduled to present the ISER to the board at its November meeting. There will be a public forum during the fall semester and during the evaluation team visit in March.

## D. Other

- Dr. Patterson shared with team members the accreditation timelines proposed by President's Cabinet:
  - Press Release for College and Community ISER review September 13
  - President's Cabinet review September 18
  - College Council-first reading September 26
  - Academic Senate-first reading October 17
  - College Council-second reading & approval October 24
  - Academic Senate-second reading & approval November 7
  - Public Forums
    1. Wednesday, November 7, 1-2pm in the College Center
    2. Wednesday, November 7, 5:30-6:30pm in the College Center
  - BOT Accreditation Presentation November 14
  - BOT—first reading November 1
  - BOT—second reading and approval of ISER December 12
- Team members proposed changing the time for the November 7 public forum to 2:40-3:40pm (during campus hour). Dr. Patterson will discuss this change with Dr. Tafoya and confirm that the BOT accreditation presentation on November 14 is specific to Standard IV.C Governing Board.

## E. Adjournment

- The meeting was adjourned at 4:24 p.m.

**Next Meeting:** 2 October 2018