

**SAN JOSE CITY COLLEGE**  
**ACCREDITATION TRI-CHAIR MEETING NOTES**  
**Friday, February 5, 2016 GE – 118**  
**2:00 – 3:00 PM**

**Attendees:**

Jamie Alonzo Keiko Kimura Celia Cruz Marilyn Morikang Rebecca Gamez Eliazer Ayala-Austin	Jennifer Nestojko Sean Abel Roland Montemayor Takeo Kubo Michael Berke Duncan Graham
---	---

**Check-In**

**Feedback from PDD**

- A lot of recommendations but not much evidence
- There were many suggestions
- A great exercise to get everyone involved

**Draft to Chancellor 2/8/16**

- Chancellor Budd has requested a PDF draft of what we have
- We got the videos from Bob on analysis and evaluation and he has other things too that he is recommending to use
- Claudia will pull latest version of each standard from Dropbox on Monday 2.8.16

**Analysis and Evaluation**

- We will put them on the Dropbox
- He has listed reflection questions - a guide that you can use to see if in fact you are answering the questions with the evidence you have collected.
- Celia and I can also use these guides to help
- *The New Model and Structure of the Self Evaluation* 1. Evidence of Meeting the standard > 2. Analysis and Evaluation > a. Progress Monitor b. Changes Made During and in the Future based on the evaluation c. Point to the QFE
  - When writing your analysis and evaluation you will go in either of 3 directions (a, b, or c)
    - a. progress monitor: things are going great
    - b. changes have been made since ...
    - c. an area that need update

**Review material from Bob**

- filesanywhere > SJECCD folder> subfolders
- highlight the important points in the standard > create an outline of how we are going to answer the documents > very factual > easy to read document

Analysis and Evaluation: Five R's

*Relationships*

- interconnectedness of people, curricula, program, efforts, and community

**SAN JOSE CITY COLLEGE**  
**ACCREDITATION TRI-CHAIR MEETING NOTES**  
**Friday, February 5, 2016 GE – 118**  
**2:00 – 3:00 PM**

*Relevance*

- The power of the information to impact decision-making
- Empowerment

*Responsive Culture*

- Sensitive to Student and College needs
- nimble
- able to pivot
- adaptive
- empowering the college

*Rigor*

- "relentless pursuit of excellence" Steve Jobs
- Growth
- evolution
- innovation

*Results*

- The end of each standard points to all of the evidence that the commission thinks should be there. You want to make sure you pay attention to what is expected.
- Bob created multiple handouts that will help you write the evaluation. A 6-8 sentence paragraph of evidence meeting the standard is needed.
- The prompt tools will help the writers and it will help the readers.

Sample: Breaks down important points of the standard.  
(Remind Duncan to send handouts)

- Touch base with Tamela Hawley
- If we know we do it but there is no hard evidence - then that says that we need to find a way to documented or becomes part of the QFE. If there isn't evidence then write your paragraph but there is no evidence anywhere.

**Timeline review**

- Celia and Duncan will go in and review (2/26/16 is the deadline for the updated draft - have all the evidence and complete with the analysis and evaluation)

**SAN JOSE CITY COLLEGE**  
**ACCREDITATION TRI-CHAIR MEETING NOTES**  
**Friday, February 5, 2016 GE – 118**  
**2:00 – 3:00 PM**

**Meeting with President Breland**

- Meeting with each standard individually w/ Dr. Breland
- Claudia - set up meeting times

**Other**

**Function Map**

- The DO recommended to review the Function Map and Celia will send it electronically for review, it will go to the academic senate for review
- in two weeks we hope to have the responses
- Send to all committees from CAC - Claudia

**Accreditation Joint Meeting 2.25.16 1:00-3:00 GE-118 (EVC + DO + SJCC)**

**Next Meeting: 1st and 3rd Friday of the month GE-118 2:00-3:00PM**