



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Accreditation 2011 District Wide Committee Meeting

Friday, July 8, 2011

President's Conference Room · Saddleback College

MINUTES

Members Present:

District Services

Brandye D'Lena
Denice Inciong
Gary Poertner
Beth Mueller
David Bugay
Robert Bramucci
Teddi Lorch
Tere Fluegeman

Saddleback College

Bob Cosgrove
Donald Busche

Irvine Valley College

Christopher Tarman
Davit Khachatryan
Gwen Plano
Kathleen Werle
Susan Sweet
Craig Justice
Glenn Roquemore

Members Absent:

District Services

Randy Peebles
Delores Irwin
Debra Fitzsimons

Saddleback College

Carmen Dominguez
Carol Hilton
James Wright
Joseph Tinervia
Juan Avalos
Russell Hamilton
Tod Burnett
Claire Cesareo-Silva

Irvine Valley College

Jerry Rudman
Lisa Davis Allen

1. Approval of Minutes

On a motion made by Vice President Busche and seconded by Director Lorch, the minutes from the June 17, 2011 District Wide Accreditation Committee meeting were approved.

2. Strategic Plan

Chancellor Poertner reported that College Brain Trust facilitator, Eva Conrad, is finalizing the draft of the strategic plan that will be presented at the next Strategic Plan meeting scheduled to take place at Saddleback College on August 3 in SSC 212.

Eva Conrad has urged SOCCCD to address all six of the recommendations from the ACCJC and not leave anything open for interpretation. She suggested that the District establish a permanent District-Wide accreditation committee. Members of the committee agreed to establish the existing committee as the

group who will serve on the District Wide accreditation committee. Chancellor Poertner volunteered to chair the committee's first year.

The Chancellor has met with District Services managers and administrators regarding the results of the District Services Survey. An initial meeting took place where an action plan was developed and discussed. The next step is to set actual goals.

A second District-Wide Strategic Plan Retreat will take place on Wednesday, August 3 from 8:45 a.m. to 12 noon in SSC 212, Saddleback College. Eva Conrad will return to present a second draft and facilitate final clarification of wording, district-wide goals and action steps. A third draft will be prepared to review the document in early fall.

3. Resource Allocation

Chancellor Poertner commented that the Basic Aid Allocation Board Policy is moving forward. Both college shared governance groups approved the draft. The policy will be forwarded to the Board at the July Board meeting for review and study.

The Chancellor recommended that before the policy goes back to the BP/AR Advisory Council, a group comprised of district and college fiscal services and facilities staff begin working on implementing processes and procedures.

4. Communication

A handout entitled, "District Wide Committees" was distributed by Vice Chancellor Bugay. Dr. Bugay defined the terms, council, task force and work group as described in the spreadsheet. He explained the difference between the groups that comprise Docket and Cabinet and recommended that both groups combine into one and referred to the union of both groups as the "Chancellor's Council."

Dr. Bugay referred to the handout titled, "Communication Guidelines for District-Wide Committees" and explained the concept behind the documents.

The committee unanimously agreed to create an Accreditation Task Force.

5. Board Self Evaluation

The report is on SharePoint and a link will be sent today District-wide.

6. Board Code of Ethics

The Code of Ethics policy has been sent to the BP/AR Advisory Council and the policy is being reviewed by the Academic Senate at Saddleback College. The policy will be placed on the July Board agenda for Board approval.

7. Functional Mapping

The Functional map is on the SharePoint site. The link will be sent via email today. The rest of SharePoint is being developed and information is being populated.

Referring to the "District-wide Committees" handout, it was decided that the District will standardize the definitions of the terms: council, task force and work group, to coincide with the college's definitions of said terms.

It was reported that there are two Functional Map meetings left on the schedule.

8. ***Next Meeting***

The next Accreditation District Wide Committee meeting will take place on Thursday, August 11, 2011 at 9 a.m. in BST 118, Irvine Valley College.

The meeting adjourned at 10 a.m.

DRAFT