CAC Accreditation Workgroup Meeting
October 7, 2014

Agenda:

1. Update on the follow up report and preparations for the team visit on Nov. 7
2. Procurement of the Assessment Management System (Joanne)
3. The assessment coordinator position (Bob)
4. Open for comments and questions

Minutes:

Present: Not recorded.

1. Report is in final revision. Dennis Kawaharada reviewed for copy edits and suggestions to improve the writing. The plan is to get the final edits done and have the report to the Chancellor’s office by October 9 so that they can make the necessary copies to send to ACCJC and the four visiting team members.

One more visiting team member has been added, Ms. Virginia May, professor of math and statistics and Academic Senate President at Sacramento City College.

Joanne and Sunny are meeting with the AGO leaders October 8, Kalāualani on October 9, and Faculty Senate on November 3. We have been invited to do a Faculty Senate forum presentation on October 22, 2:45 to 4:45 in ʻŌhiʻa 118. We have sent emails to 11 individuals with whom the visiting team may wish to speak and so far 6 people have signed up for one of two open sessions on what to expect if interviewed by a team member. Joanne and Sunny are working on ways with which to disseminate report information to the campus. Joanne will be assuming responsibility for making arrangements for the visit and setting up the interviews with KCC personnel.

2. Joanne gave an update on the AMS procurement process. Fortunately an extension was granted for expenditure of the Title III funds, but there are purchasing requirements she is navigating.

3. Bob Moeng led a discussion on the job description of the Institutional Assessment Coordinator. The workgroup provided substantial feedback to improve the description.