Attendees: Greg Aycock, Sarah Burnett (Co chair), Leslie Chaks, David Mills, Lisa Nelson (Co chair)

Absent: Arend Flick, Gabriela Gamiz, Linda Reifschneider, Monica Gutierrez, John Tilquist, Todd Wales, Anne Ybarra

Discussion:
Concern was expressed that the Mission Statement (MS) that was voted on by the Norco Strategic Planning Committee was not voted on by the Board. There is concern over which Mission Statement the committee should be basing the remainder of the Standards upon if the proposed Norco MS is not approved by the Board. If we base the Standard on the current District MS there is a concern that it will not meet the requirements for accreditation. Additionally, for all of the other Standard committee’s to effectively complete their responsibilities they need to be made of aware of which MS to use with their self studies. A concern was also raised regarding the Districts’ apparent unwillingness to effectively let us do our self study in order to support our request for accreditation and stand alone College status.

Plan of Action:
Lisa will email this concern to Dr. Lindsay and Dr. Davis to gain clarification.

Discussion:
The team discussed what would be the most logical way to proceed with completing all the requirements of the self study. Examples were shared from Standard II and agreement was reached that there will be a three step process for trying to complete all the requirements by June 30th.

1. Each sub-section of Standard IA and IB will be divided among the members of the committee so that existing processes can be investigated, information can be gathered, and evidence identified. This will culminate to create the Current Status section of the Self Review.
2. A Self Evaluation of the Current Status information will take place to determine the effectiveness of existing processes.
3. A Planning Agenda will be generated to identify recommendations for changes to existing processes, or additional resources or services that are deemed necessary through the Self Evaluation process.

Plan of Action:
The team divided the Standard Sub sections between themselves, and agreed to have a presentation of the information ready for the next committee meeting on May 9th:
Standard IA – Lisa Nelson will work on subsection 1A3 and 1A4

Standard IB
Sub Section 1B1 - David Mills
Sub Section 1B2
Sub Section 1B3 – Greg Aycock
Sub Section 1B4 – Sarah Burnett
Sub Section 1B 5 – (tentative Arend Flick)
Sub Section 1B 6
Sub Section 1B7 - Leslie Chaks

It was decided to not allocate Sub Sections 1B2 and 6 until the next meeting as it was perceived that the information that is gained for the other sub sections may well provide information for these remaining sections.

Of course if any other committee members that were not present at today’s meeting would like to
volunteer to work on either or both of them that would be wonderful. Please let Sarah or Lisa know.

Discussion:
The committee agreed that we need to meet at least twice in May if we stand a chance of completing a rough draft of the Self Study by June. It was also agreed to try and complete the rough draft by early June as most committee members will not be on campus in late June.

Plan of Action:
Future meeting dates, times and location:

May 9th 12:40-1:40 in the Early Childhood Studies classroom, room ECEN 115. Agenda will be to share the evidence/information that has been collected regarding the Sub Sections of the Standard.

May 23rd 12:40-1:40 in the Early Childhood Studies classroom, room ECEN 115. Agenda will be determined at the May 9th meeting. This meeting will run concurrently with the Norco Faculty meeting.