FOOTHILL COLLEGE

Accreditation Self-Study Team Meeting (Standard III) Wednesday, November 16, 2016

MEETING MINUTES

LOCATION: Altos Conference Room

TIME: 12:00PM – 1:00PM

MEMBERS PRESENT:

Erin Ortiz, Judy Baker, Josh Pelletier, & Romeo Paule, Sherri Mines, Kamara Tramble, Kevin Harrel

GUESTS: Maureen Chenette

The meeting was opened with an introduction of Maureen, who will be working with Andrew Lamanque and the Accreditation teams. This meeting was called to recap and bring forward themes for the retreat.

I) Accreditation Leadership Summit

The team briefly discussed this coming weekend, November 18 and 19 and how to be best prepared for discussions. Most of the discussion at this meeting focused on 'themes' of what is emerging and will be brought to and community inclusion atmosphere to promote department, events, programs and service. The perimeter road used to have the hardware for hanging banners but that went out with the remodel of the road. Romeo asked if we could get a new American Flag! Ours is very tattered.

- V) Safety Phones do not work in any classroom. The Emergency phones throughout the campus are broken and Brenda has it in her evidence as an improvement area and safety issue.
- IV) Business Processes Judy Baker contributed the following from the <u>2016</u> - <u>2019 Foothill College Technology Master Plan.</u>!

1) Business process capabilities include:

- Efficient use of resources based on shared solutions, economies of scale, and minimized duplication of effort
- Convenient workflows, processes and procedures for conducting college-related study and work
- Nurtured and supported innovation that ensures fiscal