



Cuyamaca College Classified Senate Special Meeting Minutes

Date: **March 13, 2024**

Time: **11:00-11:50am**

Location: **E-106 and Zoom (<https://gcccd-edu.zoom.us/j/86446057819>)**

Name	Role	Attendance
Rana Al-Shaikh	President	<input checked="" type="checkbox"/>
Stephanie Rodriguez	Vice President	<input checked="" type="checkbox"/>
Taylor Fiehler	Treasurer	<input checked="" type="checkbox"/>
Katie Cabral	Secretary	<input checked="" type="checkbox"/>
Michael Allen	Senator	<input checked="" type="checkbox"/>
Rafael Ayala	Senator	<input checked="" type="checkbox"/>
Anmar Kakos	Senator	<input checked="" type="checkbox"/>
Dalea Kanno	Senator	<input checked="" type="checkbox"/>
Veronica Nieves	Senator	<input checked="" type="checkbox"/>
Rocky Rose	Senator	<input type="checkbox"/>
Layla Shaba	Senator	<input checked="" type="checkbox"/>
Amber Toland Perry	Senator	<input checked="" type="checkbox"/>
Carla Villanueva	Senator	<input checked="" type="checkbox"/>

Quorum: 4/13

Decisions: 2/3 of officers present

A quorum for purposes of Classified Senate meetings and for voting purposes shall consist of 25% of those regularly attending officers. Decisions will require a two thirds (2/3) majority vote for those officers present. ([Article 5.1.2](#))

Guests: Bri Hays (Accreditation Liaison Officer), Kim Dudzik (Accreditation Faculty Co-Chair), and Rebecca Emadian

Note-Taker: Katie Cabral

Call to Order: *Meeting called to order at 11:08am*

1. **Roll call** - *Classified Senate members and guests introduced themselves*
2. **Additions/deletions/revisions to the agenda** - *None*

Participatory Governance

1. **Accreditation Kick-off** (Bri and Kim)
 - a. *Bri Hays is our college's Accreditation Liaison Officer (ALO), and Kim Dudzik is serving as our college's Accreditation Faculty Co-Chair for this current cycle.*
 - b. *Bri and Kim shared [this interactive presentation](#) to kick off Accreditation 2026 at Cuyamaca College, highlighting how accreditation impacts our students through access to financial aid and transferable coursework, and how classified employees' work plays a critical role in accreditation.*
 - c. *Bri noted that our last Accreditation Peer Team Site Visit was in Fall 2019, and we are currently on a seven-year cycle. After 2026, our accreditation cycle will be extended to an eight-year cycle.*
 - d. *Bri and Kim are currently convening Accreditation Core Evaluation (ACE) teams for each of the four Accreditation Standards. Each team includes one classified employee, one administrator, and one faculty member who will help Bri and Kim gather evidence; additional volunteers are welcomed to join ACE. Unlike our previous Accreditation Writing Teams, the ACE teams will not focus on writing the narrative for*



our Institutional Self-Evaluation Report (ISER), but will instead focus on gathering evidence while our ALO and Accreditation Faculty Co-Chair will draft the narratives for our ISER.

- e. Rafael Ayala volunteered to serve as the classified ACE team member for Standard 2; the other classified ACE team members were previously identified:
 - i. Standard 1 - Stephanie Gutierrez
 - ii. Standard 3 - Alexis Neri
 - iii. Standard 4 - Rana Al-Shaikh
- f. The ISER provides our college with an opportunity to reflect on our mission, share our college's story with the Institutional Accrediting Team, and plan for our future. Remaining an accredited institution enables our students to have access to federal financial aid, and helps ensure students' completed coursework is transferable if they transfer to another institution.
- g. Our Accreditation 2026 cycle will focus on the new 2024 standards, which includes four overarching standards and 30 sub-standards and evidence requirements. The number of sub-standards is greatly reduced from the 127 sub-standards we previously addressed in our last accreditation cycle. These changes helped streamline the ISER development and review process by eliminating redundancies, and by shifting from written narratives to checklists for certain sub-standards.
- h. Bri and Kim reviewed some example standards with Classified Senate members and meeting guests (Standards 1.5 and 4.2), and engaged participants in an interactive brainstorming activity to identify some ways we are addressing each standard, as well as possible sources of evidence that we could provide in our ISER for these example standards.
- i. Bri reviewed the updated Accreditation 2026 timeline, which includes developing the following outcome or deliverable:
 - i. Fall 2023: ACE teams identified
 - ii. Spring 2024: First draft of ISER completed
 - iii. Summer 2024: ISER front matter drafted
 - iv. Fall 2024: Second draft of ISER completed
 - v. Spring 2025: Third draft of ISER completed
 - vi. Summer 2025: Evidence inventory completed
 - vii. Fall 2025: Final ISER submitted to the Accrediting Commission for Community and Junior Colleges (ACCJC)
 - viii. Spring 2026: Peer Review Team Report finalized
 - ix. January 2027: Accreditation Action Letter sent to colleges and posted to websites
- j. Bri and Kim encouraged Classified Senate members and meeting guests to help build engagement and awareness across the campus. They also encouraged classified employees to consider volunteering to serve on an Institutional Effectiveness Partnership Initiative (IEPI) Partnership Resource Team (PRT), which is similar to a mini Peer Review Team. Classified employees can volunteer to serve on an IEPI PRT by completing this survey: <https://www.surveymonkey.com/r/IEPI-PRT-Pool-Expertise-Inventory-202008>
- k. The 2024 Fall Convocation will include Accreditation for more board communication to all classified professionals and other groups.

Next Meeting

1. **Regular meeting:** March 26, 2024, at 9:00am, HyFlex in E-106

Adjournment: Meeting adjourned at 11:57am