



Accreditation Steering Committee Meeting Minutes

Tuesday, August 19, 2025 | 4:00-5:00pm | via Zoom

LPC Mission Statement	LPC Planning Priorities 2024		
<p>Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting life-long learning.</p>	<p>Affirm LPC's unwavering commitment to equity by deepening campus-wide engagement, enhancing professional development, embedding equity-minded practices in decision-making, assessment, and accountability processes; and building capacity to resolve inequities.</p>	<p>Increase student success and completion through sustainable college practices, processes, academic support, removal of barriers, and focused professional development.</p>	<p>Establish a knowledge base and appreciation for health and wellness in the workplace; create a sense of urgency about wellness; prioritize wellness in decision-making, assessment and accountability; and build capacity to support wellness.</p>
Committee Members			
<p><input checked="" type="checkbox"/> Nan Ho, VP Academic Services <input checked="" type="checkbox"/> Michelle Simotas, Dean BSSL</p>	<p><input checked="" type="checkbox"/> Elena Cole, faculty <input checked="" type="checkbox"/> Stuart McElderry, faculty <input checked="" type="checkbox"/> Rajinder Samra, Director R-PIE</p>	<p><input checked="" type="checkbox"/> Carolyn Scott, Academic Services Support <input type="checkbox"/> Tim Druley, Webmaster</p>	
Classified Rep	LPCSG Rep	Guests	
<p><input checked="" type="checkbox"/> Kat King <input type="checkbox"/></p>	<p><input type="checkbox"/> vacant <input type="checkbox"/></p>	<p><input type="checkbox"/> <input type="checkbox"/></p>	

Agenda Item	Information/Discussion	Action/Assigned To
1.	<p>Welcome and Introductions VP Ho welcomed everyone. Kat King and Michelle Simotas were welcomed to the committee for the very first time. Everyone briefly discussed their experience with accreditation.</p>	
2.	<p>Approval of Agenda Following these edits: Remove current agenda item 4 “Review Shared Governance Worksheet” and replace with “Review Spring Feedback from Committee” and add “review template” on item 6, the agenda was approved by the committee.</p>	<p>Approved By consensus</p>
3.	<p>Approval of Minutes – May 20, 2025 The minutes were approved by the committee.</p>	<p>Approved By consensus</p>
4.	<p>Review Spring Feedback from Committees Director Samra shared some of the feedback received. He first reviewed the form and instructions that was sent to the committees. Four of the committees responded. One was the DE Committee so Ms. King shared what stood out to her in completing the form.</p> <p>Any follow up questions regarding the form are to be sent to Director Samra.</p>	
5.	<p>Review/revise ISER planning calendar from May 2025 We reviewed our planning calendar noticing that the time is approaching where we’ll start to do some work. Director Samra shared that we’ll also be doing the educational master plan during that time.</p> <p>VP Ho will start to set up a folder with all the documents to be shared with committee members.</p>	
6.	<p>Affirm midterm planning calendar/Review template We reviewed the midterm template. It consists of 4 sections, parts A through D. For parts A – C only 3 pages total are suggested for each. For part D, only two pages are suggested. So technically the report can be as short as 11 pages.</p> <p>VP Ho shared and discussed a draft timeline that she and Director Samra put together. Committee members</p>	

	suggested edits. VP Ho will clean up the timeline before presentation to College Council. We can ask the committee chairs to take it back to their committees for feedback, or we can just have a discussion at College Council.	
7.	<u>Distance Education and Regular and Substantive Interaction (RSI)</u> Tabled until next time.	
8.	Meetings for 2025-26: 3rd Tuesdays, 3:30 – 5pm VP Ho proposed to meet longer, starting at 3:30pm, since we have a lot of work to do. Also we will meet in person but use Zoom as an alternate for those who can't make it.	
	Next meeting date: <ul style="list-style-type: none"> • Tuesday, September 16 	.

Meeting adjourned at 5:07pm