


Santa Barbara City College
Accreditation Team Visit - October 28-31



DATE: October 15, 1996
TO: The Members of the College Planning Council
FROM: Janice Peterson, Accreditation Site Visit Coordinator 
RE: **Accreditation Team Visit** - October 28 through October 31.

Please find attached the following items:

- Accreditation Team Schedule
- Team Roster
- Team Assignments for the Eight Accreditation Standards

This material should be helpful to you during the site visit. Please review the schedule for meetings/interviews you will be attending. You may also be hearing from me during the next two weeks to request additional interviews with individual members of the visiting team who ask for them. Please note, finally, that members of the visiting team will be dropping in on meetings and classes for observations.

If you have any questions about the Accreditation Site Visit, please contact me or any of the other campus coordinators (Peter MacDougall, Bill Hamre, and Alma Ledbetter).

**SANTA BARBARA CITY COLLEGE
OCTOBER 28 - 31, 1996**

Western Association of Schools and Colleges
Accrediting Commission for Community and Junior Colleges
Accreditation Visit

***ACTIVITY SCHEDULE
MONDAY, OCTOBER 28, 1996**

- 1:00 p.m. - 2:00 p.m. Check-in time at Country Inn by the Sea
- 3:00 p.m. - 5:00 p.m. Team Orientation and Organizational Meeting at Team Room - Business/Communication Building, Room 214
- Introductions
 - Team Visit Video
 - Review of Team Schedule/Porterfield Statement
 - Discussion of Team Member Report #1
 - Give question lists to Team Chair
 - Message(s) from Team Chair
 - Other
- 3:00 p.m. **Curriculum Committee Business/Communication Bldg. Room 230
- 6:00 p.m. Team dinner at the SBCC Gourmet Dining Room
- 7:00 p.m. - 8:30 p.m. Team Meeting BC 214
- Discussion of the Self-Study
 - Support Staff
 - Team member checklist
 - Overview of preliminary findings

* As October 28 draws near, there may be some adjustments in our overall team schedules and your individual schedules of the visit. Free time should be used, as much as possible, in visiting classes during the visit in order to get a sense of the major activities of Santa Barbara City College: teaching and learning.

** Team members may wish to use this opportunity to make individual appointment meetings not already scheduled.

Activity

October, 1996

SANTA BARBARA CITY COLLEGE
OCTOBER 28 - 31, 1996

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ACTIVITY SCHEDULE
TUESDAY, OCTOBER 29, 1996

<u>7:15 a.m.</u>	Leave Country Inn by the Sea
<u>7:30 a.m.</u>	Hosted Breakfast at SBCC Gourmet Dining Room Meet with college chairs of self-study and standards as well as campus leadership to include Board of Trustees.
<u>8:30 a.m. - 9:30 a.m.</u>	Tour
<u>9:30 a.m.</u>	Schedule Individual Meetings - College chairs of self-study and standards and campus leadership. According to team assignments, talk with appropriate staff and students. Review visitor perceptions of self-study. (Team members may want to schedule these meetings in advance of visit.)
<u>11:00 a.m. - 12:00 p.m.</u>	*"Open Meeting" Administration Building 218 C
<u>12:00 p.m. - 12:30 p.m.</u>	Lunch on your own - Preferably on campus
<u>12:30 p.m. - 1:30 p.m.</u>	Visitations and/or Standards
<u>1:30 p.m. - 2:00 p.m.</u>	Meet with classified staff representatives - A 218C
<u>2:00 p.m. - 2:30 p.m.</u>	Brief Team Meeting - Team Room
<u>2:30 p.m. - 3:00 p.m.</u>	Continue work on assignments and/or review resource materials. Visitations.
<u>3:15 p.m. - 4:00 p.m.</u>	BC 230 Planning Resources Committee & Individual Visitations
<u>4:15 p.m. - 5:00 p.m.</u>	Meeting with President's Cabinet/Board Members by those team members who have related assignments Standards Meetings
<u>5:00 p.m. - 7:00 p.m.</u>	Dinner on your own and/or appointments
<u>7:00 p.m. - 8:30 p.m.</u>	Visit evening classes
<u>9:00 p.m.</u>	Brief team meeting as needed at the Hotel

*This hour has been set aside as a "drop-in" period during which any member of the Santa Barbara City College community may visit the Team to present matters of concern to them. Members of the Team will arrange their individual schedules in order to be present for part of this period. Other than for this accommodation for spontaneous interaction, it is imperative that we stick to our schedule for validating the self-study.

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**ACTIVITY SCHEDULE
WEDNESDAY, OCTOBER 30, 1996**

<u>7:00 a.m. - 7:45 a.m.</u>	Continental Breakfast at Country Inn or Breakfast on your own or continue your appointments
<u>8:00 a.m.</u>	Depart from Country Inn
<u>8:30 a.m. - 9:30 a.m.</u>	*Open time with team representatives - (TBA)
<u>9:30 a.m. - Noon</u>	Appointments or Writing
<u>Noon to 1:30 p.m.</u>	Team Luncheon and Meeting - Team Room Pick up your own lunch at cafe
<u>1:30 p.m. - 3:00 p.m.</u>	Standard Committees to meet with Team Representatives
<u>3:00 p.m. - 4:00 p.m.</u>	Meet with Academic Senate - A 218C
<u>4:00 p.m. - 4:30 p.m.</u>	Write or Visit - first draft due at 4:30 p.m.
<u>4:30 p.m.</u>	Team Meeting - Team Room
	Discussion of observations
	Secondary assignment written reports to lead team member
<u>7:00 p.m.</u>	Team Dinner at Emilio's
Remainder of the Evening:	Preparation of the final report on your primary assignment area.

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October, 1996

**SANTA BARBARA CITY COLLEGE
OCTOBER 28 - 31, 1996**

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**ACTIVITY SCHEDULE
THURSDAY, OCTOBER 31, 1996**

<u>7:00 a.m.</u>	Breakfast on your own
<u>8:00 a.m.</u>	Check out of Hotel
<u>8:15 a.m.</u>	Depart for Team Room
<u>8:30 a.m.</u>	Final work as needed
<u>9:30 a.m.</u>	Lead team members submit final reports to team chair in Team Room
<u>10:30 a.m. - Noon</u>	Team final meeting (with lunch in Team Room) <ul style="list-style-type: none">- Review final reports and recommendations- Agree on main findings and recommendations- Agree on confidential recommendation on accreditation
<u>Noon</u>	Lunch on your own
<u>1:15 p.m. - 1:45 p.m.</u>	Team Chair will meet privately with the college president to review team findings and major recommendations.
<u>2:00 p.m. - 3:00 p.m.</u>	Open Meeting: Garvin Theater - The Team Chair will conduct a closing session for the college community to acquaint them with the Team's general findings and major recommendations <ul style="list-style-type: none">- Introduction of Team Members- Team Chair presents summary of visit and findings
<u>3:00 p.m.</u>	Departure for home or airport.

cou res y	fname	lname	Title	college	address	City	Stat e	zip	greeting	WorkPhon e	FaxNumbe r
Dr.	Ed	Gould	Superintendent/ President	Monterey Peninsula College	980 Fremont	Mont erey	CA	939 40- 479 9	Ed	(408) 646- 4060	(408) 645- 1344
Ms.	Cheryl	Kubasch	Dean of Vision and Quality	Monterey Peninsula College	980 Fremont Street	Mont erey	CA	939 40- 479 9	Ms. Kubasch	(408) 646- 4060	(408) 655- 2627
Ms.	Pegi	Ard	Vice President, Business Services	Cabrillo College	6500 Soquel Drive	Aptos	CA	950 03	Pegi	(408) 479- 6406	(408) 479- 6425
Dr.	Celina	Sau Lin Ing	Instructor, Computer Information Science	Sacramento City College	3835 Freeport Boulevard	Sacra ment o	CA	958 22	Celina	(916) 558- 2573	(916) 441- 4142
Ms.	Robin	Calote	Division Dean, Learning Resources	San Bernardino Valley College	701 South Mt. Vernon Avenue	San Berna rdino	CA	924 10- 274 8	Robin	(909) 888- 6511, Ext. 1628	(909) 381- 4604
Dr.	Shirley	Kelly	Vice President, Instruction	College of San Mateo	1700 West Hillsdale Boulevard	San Mate o	CA	944 02	Shirley	(415) 574- 6404	(415) 574- 6244
Mr.	Fred	Carvell	Special Assistant to the President	Southwestern College	900 Otay Lakes Road	Chula Vista	CA	919 10- 729 9	Fred	(619) 482- 6302	(619) 482- 6413
Mr.	Lee	Lockhart	Public Member	ACCJC	c/o 1885 Short Drive	Hanf ord	CA	932 30	Lee	(209) 582- 0589	(209) 582- 6697
Dr.	Allan	MacDougall	Director, Information Resources	Saddleback Community College District	28000 Marguerite Parkway	Missl on Viejo	CA	926 92- 360 1	Allan	(714) 582- 4825	(714) 347- 1284
Mr.	Daniel	Petersen	Instructor, English	Hartnell College	c/o 202 San Miguel Avenue	Salin as	CA	939 01	Daniel	(408) 759- 0991	
Mrs.	Lea	Templer	Professor, Economics	College of the Canyons	c/o 9001 Petit Avenue	North Hills	CA	913 43	Lea	(818) 893- 4062	(818) 891- 8392
Ms.	Denise	Whittaker	Vice President, Student and Personnel Services	El Camino College	16007 Crenshaw Boulevard	Torra nce	CA	905 06	Denise	(310) 660- 3471	(310) 660- 6024

WESTERN ASSOCIATION OF SCHOOLS AND COLLEGES
Accrediting Commission for Community & Junior Colleges

Accrediting Team Assignments, Santa Barbara City College, October 28 - 31, 1996

STANDARD	PRIMARY ASSIGNMENT	SECONDARY ASSIGNMENT	SECONDARY ASSIGNMENT (B)
<i>1. Institutional Integrity</i>	Fred Carvell Allan MacDougall	Robin Calote	
<i>2. Educational Programs</i>	Shirley Kelly Daniel Petersen	Celina Sau Lin Ing	
<i>3. Student Services</i>	Denise Whitaker	Shirley Kelly	
<i>4. Faculty and Staff</i>	Celina Sau Lin Ing	Lea Templer	
<i>5. Library and Learning Resources</i>	Robin Calote	Allan MacDougall Daniel Petersen	
<i>6. Physical Resources</i>	Pegi Ard	Denise Whitaker	
<i>7. Financial Resources</i>	Lee Lockhart	Pegi Ard	
<i>8. Governance and Administration</i>	Lea Templer	Lee Lockhart Fred Carvell	

NAME	PRIMARY ASSIGNMENT	SECONDARY ASSIGNMENT	SECONDARY ASSIGNMENT (B)
<i>Ed Gould</i>	Team Chair		
<i>Cheryl Kubasch</i>	Team Assistant		
<i>Pegi Ard</i>	Physical Resources	Financial Resources	
<i>Robin Calote</i>	Library & Learning Resources	Institutional Integrity	
<i>Fred Carvell</i>	Institutional Integrity	Governance & Administration	
<i>Shirley Kelly</i>	Educational Programs	Student Services	
<i>Celina Sau Lin Ing</i>	Faculty & Staff	Educational Programs	
<i>Lee Lockhart</i>	Financial Resources	Governance & Administration	
<i>Allan MacDougall</i>	Institutional Integrity	Library & Learning Resources	
<i>Daniel Petersen</i>	Educational Programs	Library & Learning Resources	
<i>Lea Templer</i>	Governance & Administration	Faculty & Staff	
<i>Denise Whitaker</i>	Student Services	Physical Resources	

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TeamGrid
 October, 1996