From:	Engel, Karen
To:	Lopez, Kim; Prisecar, Ludmila; Hsieh, Chialin; Fraire, John; Shankar, Gampi; Claxton, Alexander; Eck, David; Alexander, Kassie; Aguirre, Alicia Carmen
Cc:	Lacefield, Hyla; Tedone-Goldstone, Diana
Subject:	RE: Welcome to the PBC ISER Steering Committee!
Date:	Friday, October 4, 2024 3:05:00 PM

Cañada ISER Steering Committee:

Thank you to those who were able to join our meeting to prep for next week's Town Hall. Kassie, Alicia, please accept my apologies. Somehow I neglected to include you in that meeting invitation.

Here's a quick summary of what we discussed:

- On Flex Day next week, we will be leading an Accreditation Town Hall from 8:30 – 9:45 a.m. in Rooms 6-101/102 and 103 and on Zoom.
- After a quick introduction in the main room (6-101/102) for everyone, those participants interested in looking closely at Standard 1 will go with Hyla, Alicia, Ludmila, and David Eck to Room 6-103 and those interested in working on Standard 2 will stay in the main room with Diana, Kassie, Gampi, Alex, John, and Chialin.
- Diana and Hyla will be the lead facilitators of their respective breakouts. Some of you will take notes live in the linked drafts, and others will take notes privately to share with the Writing Team later. All are there to listen and be part of the "self-reflection" activity!
- Here are the drafts we will be working on.

Please let Diana, Hyla, and/or I know if you have any questions.

Thank you all for your time.

Karen Engel, Ph.D. (she/her)
Dean, Planning, Research, Innovation & Effectiveness (PRIE)
Accreditation Liaison Officer
Cañada College
(650) 306-3145

From: Engel, Karen
Sent: Wednesday, September 18, 2024 4:11 PM
To: Lopez, Kim <lopezk@smccd.edu>; Prisecar, Ludmila <prisecarl@smccd.edu>; Hsieh, Chialin <hsiehc@smccd.edu>; Fraire, John <frairej@smccd.edu>; Shankar, Gampi <shankarg@smccd.edu>; Claxton, Alexander <claxtona@smccd.edu>; Eck, David <eckd@smccd.edu>; Alexander, Kassie <alexanderk@smccd.edu>; Aguirre, Alicia Carmen <aguirre@smccd.edu>
Cc: Lacefield, Hyla <lacefieldh@smccd.edu>; Tedone-Goldstone, Diana <tedoned@smccd.edu>
Subject: Welcome to the PBC ISER Steering Committee!

Congratulations!

At today's Planning & Budgeting Council you were officially appointed to serve on the PBC Institutional Self Evaluation Report (ISER) Steering Committee for the 2024-25 Academic Year.

On behalf of our Accreditation Faculty Co-Chairs, Hyla Lacefield and Diana Goldstone-Tedone, and myself (the ISER Writing Team), we truly appreciate your service.

In this presentation, the role and duties of the Steering Committee are explained more fully. Your primary duties are to review and provide feedback on the ISER, particularly the Standard for which you are serving as a Tri-Chair, and to help facilitate the campus-wide Town Halls we have scheduled on Flex Days to support broad-based awareness and participation in our self-evaluation this year.

I have just granted you all "edit access" to our draft Institutional Self Evaluation Report in Google Docs. I shared it with your smccd.edu email. Please let me know if you do not see it or have trouble accessing the file. You will need to set up a Google account with your smccd.edu email if you haven't done so already. **The link to our draft is here.** If you would like more information, the entire folder in which the Writing Team is working can be accessed here. A useful place to start if you're new to accreditation is the ACCJC Handbook and our College Accreditation website where you can find our last ISER as well as our Midterm Report.

I will also be sending out meeting invitations for:

- October 4, 2:00 – 3:00 p.m. for a Zoom meeting during which we will prepare for facilitating the College Town Hall at our October 9th Flex Day.
- October 9, 8:30 – 9:45 a.m. for our College Town Hall

Thank you so much again for agreeing to serve on this important committee. If you have any questions, please let me, Diana, or Hyla know!

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