

- J. Carrillo suggested opening up participation to members of campus committees.
- No further changes were made to AP 3200 as presented. CART will take action on the updated AP at its next meeting and then forward it to the governance committees.

Follow-Up Items:	Assigned to:	Action:
Approve updated AP 3200-Accreditation	CART Co-Chair/Accreditation Coordinator	CART:3/18/22

**Discussion: 2. Formation of Midterm Reporting Writing Groups**

- Reviewed the Midterm Report preparation guidelines. Per the guidelines, IVC is required to respond to the following items in the report:
  - Recommendations 3, 4, and 5 (recommendations for institutional improvement):
    - how we made changes based on the recommendations, note any outcomes or increases in effectiveness resulting from these improvements; Standards I.C.1, III.A.5, and III.A.14
  - changes and plans from the last Institutional Self-Evaluation Report (ISER):
    - report progress on plans and resulting outcome
  - student learning outcomes:
    - reflect on assessment processes since the last comprehensive visit
  - institution-set standards:
    - reflect on trends in data for ISS
  - outcomes of the Qualify Focus Essay (QFA):
    - report on outcomes of the QFA and next steps
  - Fiscal reporting:
    - update on fiscal conditions at the college, any plans for improvement
- Committee members were asked to consider how to go about building groups for each of the sections and identifying either CART members or resource members to serve on the groups. CART will begin building the groups at its next meeting.
- J. Sun described the Midterm Report as much more substantive than the last Follow-Up Report. It will be a major undertaking, and one year is not a lot of time to work on it.
- J. Carrillo again pointed to the need for training for CART members as members don't regularly work with a lot of these systems and standards. He stated he went through a self-paced training course on the accreditation standards. He will check if the course is still available on the ACCJC website.
- J. Sun reported that ACCJC offers short accreditation videos. The videos aren't enough but committee members were encouraged to take a look at them. He will continue his research and report to CART.

Follow-Up Items:	Assigned to:	Action:
Begin building Midterm Report writing groups	CART Co-Chair/Accreditation Coordinator and ALO	CART: 3/18/22
Present update on training materials	Accreditation Coordinator	CART: 3/18/22

**Discussion: 3. Midterm Report Timeline**

- J. Sun will develop a timeline and present it at the next meeting.

Follow-Up Items:	Assigned to:	Action:
Present Midterm Report Timeline	CART Co-Chair/Accreditation Coordinator	CART: 3/18/22

**Discussion: 4. CART Representative on Program Review Committee (PRC)**

- J. Sun stated he will regularly attend PRC meetings as CART Co-Chair/Accreditation Coordinator. He asked CART members to notify him if they are interested in serving as the CART rep on the PRC. CART members should contact the PRC Co-Chairs directly if they have any questions.

**Discussion, Information: 5. 2022 Annual Report and 2022 Annual Fiscal Report**

- Both reports are due April 8, 2022.
- CART will approve the Annual Report at the March 18, 2022, meeting.
- The participatory governance review schedule is as follows:
  - ICC March 11
  - IEDC April 5
  - Senate April 11
- S. Browning has begun working on the Fiscal Report. She is awaiting completion of the annual audit (anticipated by Feb. 28, 2022) to complete the report.

Follow-Up Items:	Assigned to:	Action:
Approve Annual Report	CART Co-Chair/ Accreditation	CART: 3/18/22