



Scantron

## Course Evaluation Results

Dear Mr./Dear Ms Governance Council Structure and Effectiveness,

This report contains evaluation results for Accreditation Council / AcCo2

Your students' responses to the individual questions are listed first, followed by a "Profile" graphic that records the average response to each question.

The final portion contains your students' written responses to the three questions in the "Comments Section" of the evaluation form, as transcribed by a Data Entry Assistant within your division office.

Respectfully,

Your Division Office Staff

# Governance Council Structure and Effectiveness

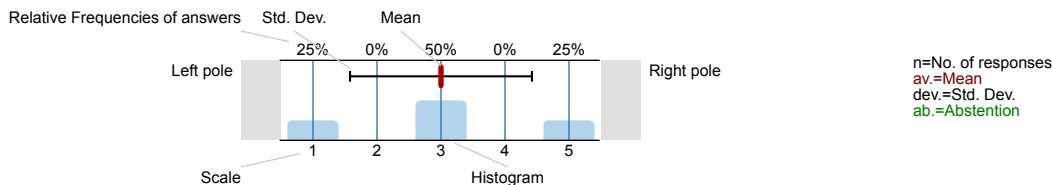
Accreditation Council (AccCoun)  
No. of responses = 9



## Survey Results

### Legend

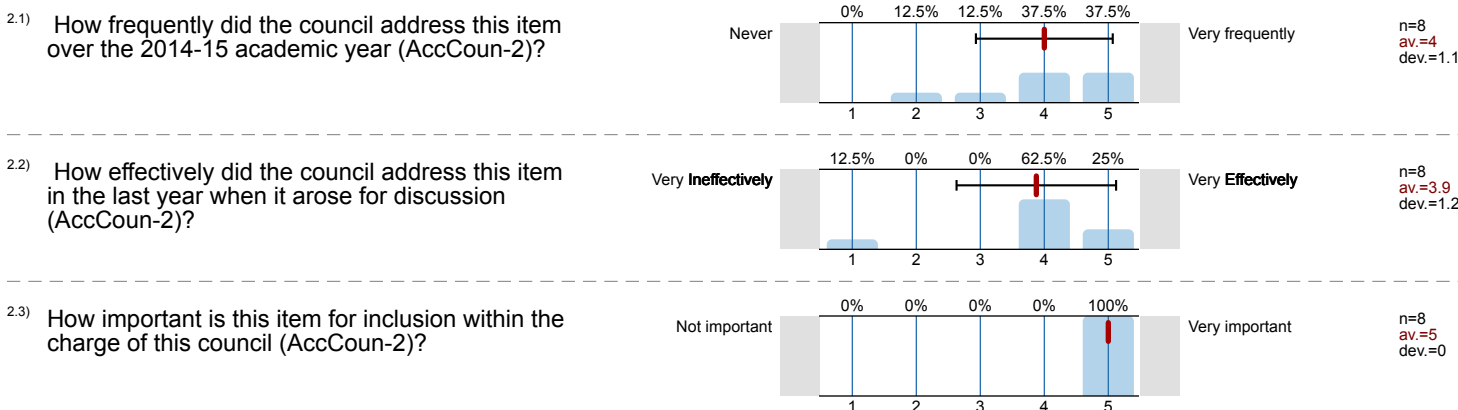
Question text



### 1. Accreditation Council Charge #1 says "To develop, implement, monitor, review, evaluate, and revise college accreditation activities in accordance with the college mission, vision, and college goals."

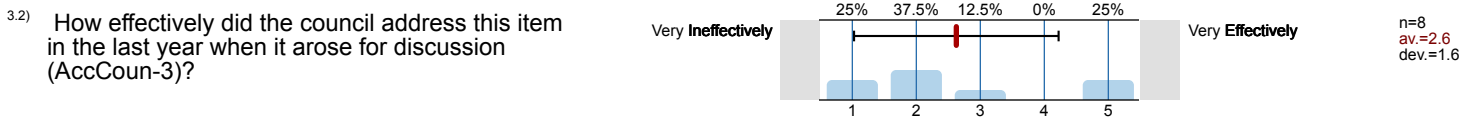


### 2. Accreditation Council Charge #2 says, "Serve as the steering committee for the accreditation process. Provide leadership in the development, planning, preparation, supervision and completion of the accreditation self-evaluation."

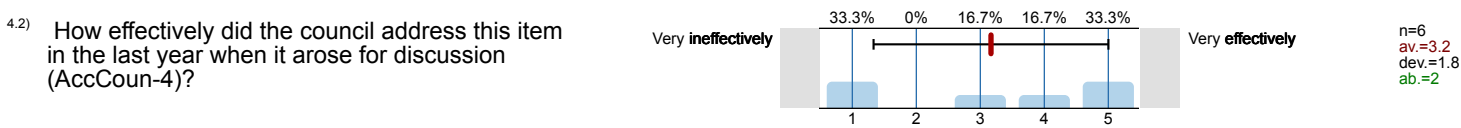


### 3. Accreditation Council Charge #3 says, "Promote a campus culture that is concerned about accreditation."

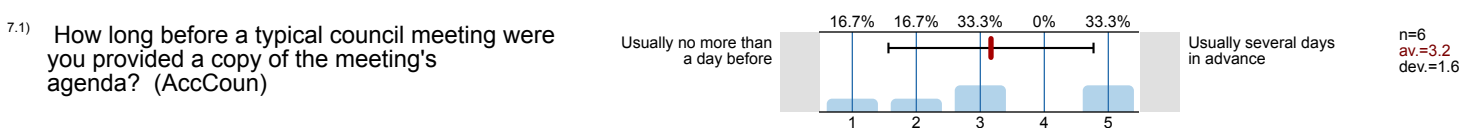




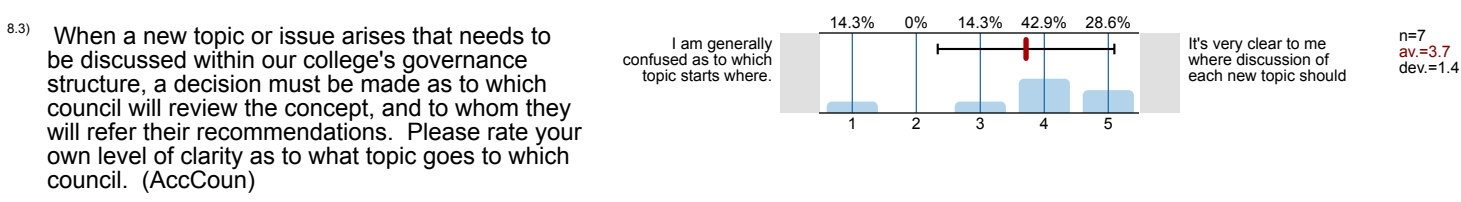
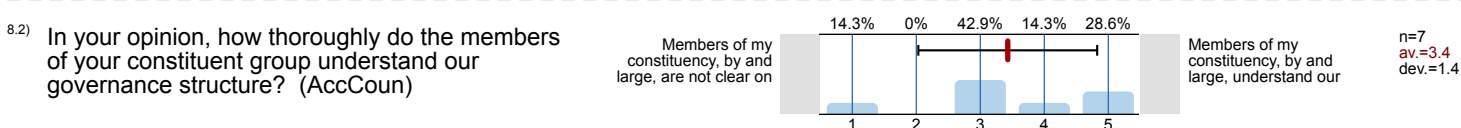
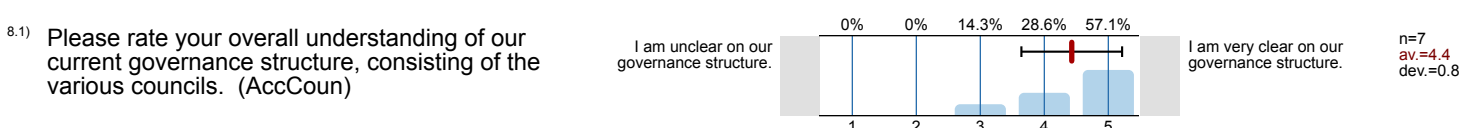
4. Accreditation Council Charge #4 says, "Support the legal responsibilities of all constituency groups."



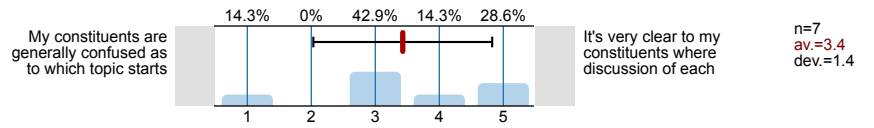
7. Communication and Representation



8. Clarity of "Engaging All Voices," the college's overall governance structure



8.4) In your opinion, how clear are your constituents on the starting point for new discussion items? (AccCoun)

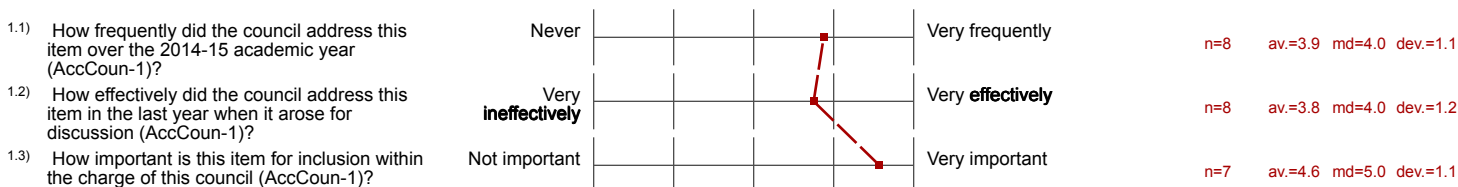


# Profile

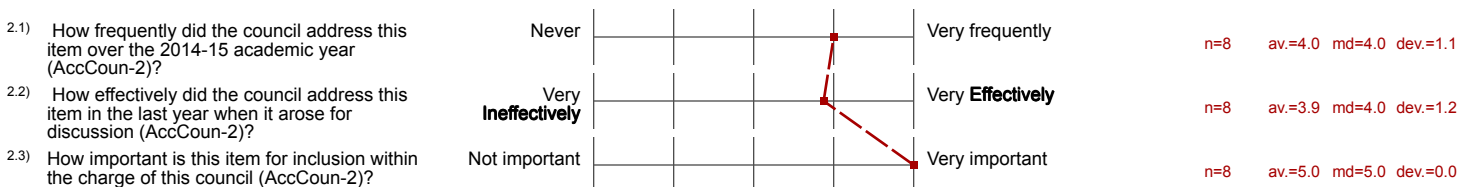
Subunit: **Research and Planning**  
 Name of the instructor: **Governance Council Structure and Effectiveness**  
 Name of the course: **Accreditation Council**  
 (Name of the survey)

Values used in the profile line: Mean

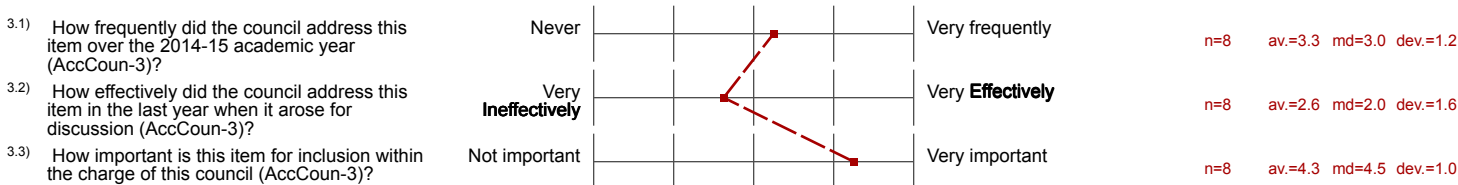
**1. Accreditation Council Charge #1 says "To develop, implement, monitor, review, evaluate, and revise college accreditation activities in accordance with the college mission, vision, and college goals."**



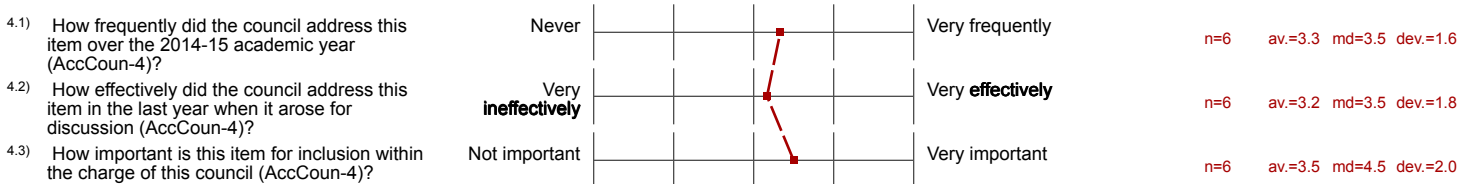
**2. Accreditation Council Charge #2 says, "Serve as the steering committee for the accreditation process. Provide leadership in the development, planning, preparation, supervision and completion of the accreditation self-evaluation."**



**3. Accreditation Council Charge #3 says, "Promote a campus culture that is concerned about accreditation."**



**4. Accreditation Council Charge #4 says, "Support the legal responsibilities of all constituency groups."**



7. Communication and Representation

7.1) How long before a typical council meeting were you provided a copy of the meeting's agenda? (AccCoun)	Usually no more than a day before		Usually several days in advance	n=6 av.=3.2 md=3.0 dev.=1.6
7.2) Members are seated on our governance councils as representatives of constituent groups. How frequently did you report out to	Never		Very frequently	n=7 av.=3.9 md=4.0 dev.=0.9

8. Clarity of "Engaging All Voices," the college's overall governance structure

8.1) Please rate your overall understanding of our current governance structure, consisting of the various councils. (AccCoun)	I am unclear on our governance structure.		I am very clear on our governance	n=7 av.=4.4 md=5.0 dev.=0.8
8.2) In your opinion, how thoroughly do the members of your constituent group understand our governance structure? (AccCoun)	Members of my constituency, by and large, are		Members of my constituency, by and large,	n=7 av.=3.4 md=3.0 dev.=1.4
8.3) When a new topic or issue arises that needs to be discussed within our college's governance structure, a decision must be	I am generally confused as to which topic		It's very clear to me where discussion of	n=7 av.=3.7 md=4.0 dev.=1.4
8.4) In your opinion, how clear are your constituents on the starting point for new discussion items? (AccCoun)	My constituents are generally confused as to		It's very clear to my constituents where	n=7 av.=3.4 md=3.0 dev.=1.4

## Comments Report

1. Accreditation Council Charge #1 says "To develop, implement, monitor, review, evaluate, and revise college accreditation activities in accordance with the college mission, vision, and college goals."

- 1.4) Please provide any comments or suggestions specific to this aspect of the council's charge (AccCoun-1). (Input on matters broader than this specific item will be gathered later in this survey.)
- I rated 1.1 lower than 1.2 or 1.3 because at many meetings we could not make quorum and so really did nothing. Once Brian Greene joined the council as primary writer of the accreditation report, more progress was made.
  - The Council had uneven leadership over the past year and was often unable to gather a quorum. This is a sad state of affairs for such an important body.

2. Accreditation Council Charge #2 says, "Serve as the steering committee for the accreditation process. Provide leadership in the development, planning, preparation, supervision and completion of the accreditation self-evaluation."

- 2.4) Please provide any comments or suggestions specific to this aspect of the council's charge (AccCoun-2). (Input on matters broader than this specific item will be gathered later in this survey.)
- Again, meetings were regularly canceled, there often was no leader for the group and quorum was sometimes not achieved. Near the end of the spring there were definitely signs of improvement.
  - Same comments as for question #1.

3. Accreditation Council Charge #3 says, "Promote a campus culture that is concerned about accreditation."

- 3.4) Please provide any comments or suggestions specific to this aspect of the council's charge (AccCoun-3). (Input on matters broader than this specific item will be gathered later in this survey.)
- Realizing that efforts have been made to increase campus community awareness of Accreditation, there still needs to be more and ongoing education campuswide on this topic.
  - The Council did not function for much of last year and was therefore largely ineffective.
  - The council needs to be more visible and promote accreditation processes and ideas throughout the campus.

4. Accreditation Council Charge #4 says, "Support the legal responsibilities of all constituency groups."

- 4.4) Please provide any comments or suggestions specific to this aspect of the council's charge (AccCoun-4). (Input on matters broader than this specific item will be gathered later in this survey.)
- Is this referring to making sure that faculty, staff and admin are all represented on the council, for example? And that senate approves the final report before submission? If so, we are working on getting representation for the groups. There is no document, of course, ready for approval.

## 5. Functionality of this Council

- 5.1) On which topic or task over the last year was this council *most* effective and/or productive. Please explain. (AccCoun)
- I was only on the council for one semester. There was a lot of time spent on establishing timelines.
  - Exploring and understanding the new standards and putting together a calendar for writing the upcoming SER.
  - In the last year, it feels like we've not done a great deal. The council decided on a structure for the writing teams, but that was actually only in fall of 2015, so I guess that doesn't count. In spring of 2015 Brian Greene independently developed a timeline of what needs to be done to get the report written in time. The council met twice to discuss what type of information needs to be gathered for each standard and the most likely constituency group or person to help provide it.
  - Meeting to discuss, plan, and complete reports
  - Reviewing the new standards, creating a priority list, coming up with individuals who might be willing to serve on addressing each standard

- Setting a timeline for the current accreditation cycle.

5.2) On which topic or task over the last year was this council *least* effective and/or productive? Please explain. (AccCoun)

- Spreading the importance of participation on the council to assist in the accreditation process. It is a struggle to gain support. I believe it would be beneficial if administration would reinforce the importance of the process itself
- Gaining traction throughout the college for a sustained accreditation effort.
- N/A
- No particular topic. We simply haven't made progress.

5.3) This council is composed of representatives for a variety of interested and affected groups at the college. Membership is shown on the council website here: <http://www.mjc.edu/governance/accreditationcouncil/index.php>. Should the membership of this council be augmented or reduced? Please be specific and provide rationale. (AccCoun)

- Membership is accurate
- I think the membership is probably about the right size. For this group, it's key to get people who will follow through and ensure that they communicate well with constituents.
- Our membership is sadly lacking. We don't need to augment the membership, we just need to fill the positions. We'll also begin having writing co-chairs meet in workgroups; not sure if they will be added to the membership or not.
- Probably during the year proceeding site visit, tri-chairs should come on board (this year).
- Quorum was difficult to achieve, so perhaps revisiting the membership is needed, although it seems fine as is (people just need to show up).
- The membership represents the college well.

## 6. Scope of Responsibility of this Council

6.1) Are there items *within* this council's charge or significant duties it performs that might be more effectively addressed by *another* governance council? If so, please provide specific suggestions for what might move out of this council's realm of responsibility. (AccCoun)

- no
- Accreditation Council is pretty inclusive. I don't think there are items that can be parceled out.
- No (2 Counts)

6.2) Are there items *outside of* this council's charge that might be more effectively addressed by *this* governance council? If so, please provide specific suggestions for what might move *into* this council's realm of responsibility. (AccCoun)

- No
- No
- Not sure at this time.
- no

## 7. Communication and Representation

7.3) In general, how did you gather input from your constituent group regarding items under discussion on this council? Please comment on your effectiveness at gathering and representing their interests. (AccCoun)

- Via our monthly meetings when necessary
- Email, in person
- I spoke to faculty and staff when I needed their input.



- In the past year, there has been no need to gather input other than to seek writing co-chairs. That should change this year and next as the report comes together.
- It was easy to report out. If I couldn't be at a constituency meeting, I prepared a report to be read.
- Through meetings.

7.4) Please explain the method(s) you used to report out to your constituency group the outcomes of council discussions and decisions. (AccCoun)

- Via our monthly meetings when necessary
- At meetings and sometimes through email.
- Email and in person
- I answered questions during division meetings.
- Mostly reporting out at constituency meeting or providing a report if absent.
- Submitting a written report to the Academic Senate for dissemination at biweekly AS meetings. Speaking to group when time allowed and when there was anything to report.

## 9. Summary Questions

9.1) Please provide any general comments or suggestions for improvement *for this council*. (AccCoun)

- Accreditation council tends to be a pretty active, productive group. I think as we begin to design processes further to promote accreditation, then the council will become stronger.
- N/a
- Somehow get members to attend meetings.
- We need to gain support and encourage involvement

9.2) Please provide any general comments or suggestions for improvement *for our governance structure overall*. (AccCoun)

- N/a

9.3) Is there anything else you'd like to add? (AccCoun)

- I only attended two council meetings after which I resigned due to ever increasing job responsibilities and the inability to consistently attend meetings.  
The accreditation council was focused on the substantive change report during this time.
- No, thank you!