



Accreditation Steering Committee
April 10, 2008 Minutes

APPROVED 5/8/08

MEETING TYPE:	<input type="checkbox"/> Staff	Date:	4/10/2008
	<input checked="" type="checkbox"/> Product/Project	Starting Time:	2:30 p.m.
	<input type="checkbox"/> Special	Ending Time:	3:50 p.m.
		Place:	AA-140

CHAIR: Berta Cuaron, ALO

ATTENDANCE: Norma Bean, Monika Brannick, Katherine Gannett, Brent Gowen, Shawna Hearn, Jesse Lyn, Ken Jay, Teresa Laughlin, Tom Medel, Linda Morrow, Mary SanAgustin

ABSENT: Michelle Barton, Bruce Gan, Katherine Gannett, Terry Gray, Kelley Hudson Maclsaac, Jackie Martin-Klement, Diane Veach

RECORDER: Glynda Knighten

Chair Berta Cuaron called the meeting to order at 2:35 p.m

Minutes: The February 14, 2008, minutes were accepted with corrections.

Progress of writing teams: Berta noted the most important feedback for the writing teams was to provide accurate responses to the questions, recognizing strengths and weaknesses. She encouraged the writing teams to be brief and to the point in their writings.

Writing teams should incorporate employee survey results into the second draft. Planning agendas should be reasonable and able to be accomplished.

Draft # 2 will go to the planning councils, Faculty Senate, and constituent leadership in an effort to give it as much exposure as possible and to invite feedback. Standards I and II will go to SPC on April 29, and Standards III and IV will go on May 6. Berta encouraged members of the steering committee to attend those meetings to hear the feedback from the group.

Writing team leaders are to e-mail the second draft to Glynda, and she will post it in the Draft # 2 folder on the SharePoint site.

Berta expressed appreciation for the time, effort, thought, and diligence of the writing teams in preparing the drafts. She will invite the college community to participate in reviewing the second draft in an effort to gain as much exposure and readership as possible. She mentioned the idea

of “reading circles” for this draft. It is important to get feedback by the end of the semester so significant work can be done on the third draft during the summer months.

The meeting adjourned at 3:00 p.m.

**Next Meeting:
Thursday, May 8, 2008
2:30 – 3:50 pm
AA-140**