



**Accreditation Steering Committee**  
*August 4, 2008 Minutes*

**TO BE APPROVED**

<b>MEETING TYPE:</b>	<input type="checkbox"/> Staff	<b>Date:</b>	<b>8/4/2008</b>
	<input checked="" type="checkbox"/> <b>Product/Project</b>	<b>Starting Time:</b>	<b>10:00 a.m.</b>
	<input type="checkbox"/> <b>Special</b>	<b>Ending Time:</b>	<b>2:00 p.m.</b>
		<b>Place:</b>	<b>B-6</b>

- CHAIR:** Berta Cuaron, ALO
- ATTENDANCE:** Sandra Andre, Michelle Barton, Norma Bean, Monika Brannick, Robert Frederick, Katherine Gannett, Brent Gowen, Shawna Hearn, Kelley Hudson Maclsaac, Teresa Laughlin, Shannon Lienhart, Tom Medel, Mary SanAgustin, Mollie Smith, Diane Veach
- ABSENT:** Bruce Gan, Terry Gray, Ken Jay, Jackie Martin-Klement, Linda Morrow
- RECORDER:** Glynda Knighten

Chair Berta Cuaron called the meeting to order at 10:00 a.m.

Berta and Faculty Co-chair Brent Gowen provided opening remarks related to the week’s review and respond meetings for the Accreditation Self-Study.

Writing team leaders were asked to prepare Draft # 5 based on the discussions of each standard. The deadline for submitting the draft is Friday, August 22.

The committee reviewed and responded to Standard I.A (Mission) and Standard I.B (Improving Institutional Effectiveness).

The meeting adjourned at 1:55 p.m.

**Next Meeting:**  
**Tuesday, August 5**  
**10:00 a.m. – 2:00 p.m.**  
**B-6**



**Accreditation Steering Committee**  
*August 5, 2008 Minutes*

**TO BE APPROVED**

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<b>MEETING TYPE:</b>	<input type="checkbox"/> Staff	<b>Date:</b>	<b>8/5/2008</b>
	<input checked="" type="checkbox"/> Product/Project	<b>Starting Time:</b>	<b>10:00 a.m.</b>
	<input type="checkbox"/> Special	<b>Ending Time:</b>	<b>2:00 p.m.</b>
		<b>Place:</b>	<b>B-6</b>

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**CHAIR:** Berta Cuaron, ALO

**ATTENDANCE:** Michelle Barton, Norma Bean, Robert Frederick, Katherine Gannett, Brent Gowen, Shawna Hearn, Kelley Hudson Maclsaac, Teresa Laughlin, Shannon Lienhart, Jackie Martin-Klement, Tom Medel, Linda Morrow, Mary SanAgustin, Mollie Smith, Diane Veach

**ABSENT:** Bruce Gan, Katherine Gannett, Monika Brannick, Terry Gray, Ken Jay

**RECORDER:** Glynda Knighten

Chair Berta Cuaron called the meeting to order at 10:05 a.m.

The committee reviewed and responded to Standard II.A (Instructional Programs), Standard II.B (Student Support Services), and Standard II.C (Library and Learning Support Services).

The meeting adjourned at 1:55 p.m.

**Next Meeting:**  
**Wednesday, August 6**  
**10:00 a.m. – 2:00 p.m.**  
**B-6**



**Accreditation Steering Committee**  
*August 6, 2008 Minutes*

**TO BE APPROVED**

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<b>MEETING TYPE:</b>	<input type="checkbox"/> Staff	<b>Date:</b>	<b>8/6/2008</b>
	<input checked="" type="checkbox"/> Product/Project	<b>Starting Time:</b>	<b>10:00 a.m.</b>
	<input type="checkbox"/> Special	<b>Ending Time:</b>	<b>2:00 p.m.</b>
		<b>Place:</b>	<b>B-6</b>

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**CHAIR:** Berta Cuaron, ALO

**ATTENDANCE:** Michelle Barton, Norma Bean, Monika Brannick, Brent Gowen, Shawna Hearn, Kelley Hudson MacIsaac, Teresa Laughlin, Shannon Lienhart, Jackie Martin-Klement, Tom Medel, Mollie Smith, Diane Veach, Mark Vernoy for Terry Gray

**ABSENT:** Robert Frederick, Bruce Gan, Katherine Gannett, Ken Jay, Linda Morrow, Mary SanAgustin

**RECORDER:** Glynda Knighten

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Chair Berta Cuaron called the meeting to order at 10:00 a.m.

The committee reviewed and responded to Standard III.A (Human Resources), Standard III.B (Physical Resources), and Standard III.C (Technology Resources).

The meeting adjourned at 2:10 p.m.

**Next Meeting:**  
**Thursday, August 7, 2008**  
**10:00 a.m. – 2:00 p.m.**  
**B-6**



**Accreditation Steering Committee**  
*August 7, 2008 Minutes*

**TO BE APPROVED**

<b>MEETING TYPE:</b>	<input type="checkbox"/> Staff	<b>Date:</b>	<b>8/7/2008</b>
	<input checked="" type="checkbox"/> <b>Product/Project</b>	<b>Starting Time:</b>	<b>10:00 a.m.</b>
	<input type="checkbox"/> <b>Special</b>	<b>Ending Time:</b>	<b>2:00 p.m.</b>
		<b>Place:</b>	<b>B-6</b>

**CHAIR:** Berta Cuaron, ALO

**ATTENDANCE:** Michelle Barton, Norma Bean, Monika Brannick, Candi Francis, Robert Frederick, Brent Gowen, Shawna Hearn, Kelley Hudson MacIsaac, Teresa Laughlin, Shannon Lienhart, Jackie Martin-Klement, Tom Medel, Mollie Smith, Diane Veach

**ABSENT:** Bruce Gan, Katherine Gannett, Terry Gray, Ken Jay, Linda Morrow, Mary SanAgustin

**RECORDER:** Glynda Knighten

Chair Berta Cuaron called the meeting to order at 10:05 a.m.

The committee reviewed and responded to Standard IV.A (Decision-Making Roles and Processes), Standard III.D (Financial Resources), and Standard IV.B (Board and Administrative Organization).

**Closing comments:**

- An additional draft is needed for Standards II-A (Instructional Programs), III-D (Financial Resources), and IV-A (Decision-Making Roles & Processes).
- Updates for other standards are due to Glynda (cc to Berta, Brent, and Tom) by Friday, August 22.
- Draft # 5 will go to SPC on September 16. The planning agendas will be the primary focus of the review. SPC will also be asked to review the draft for factual errors and pertinent evidence that is missing.
- Berta, Brent, Tom, and Glynda will meet on Monday, August 11, and confirm a timeline for the next review meeting.
- ASC has become a standing committee.
- ASC meetings for 2008-09: Second Thursdays, 2:00 – 3:30 p.m., AA-109 – Glynda will send Outlook invitations to meetings.

The meeting adjourned at 1:40 p.m.

**Next Meeting – Location TBA**  
**Friday, September 5, 2008**  
**9:00 a.m. – 1:00 p.m**  
**Light breakfast and lunch provided.**