

## Accreditation Steering Committee

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**MEMBERS PRESENT:** Michelle Barton, Lisa Cecere, Shawna Cohen, Jack Kahn, Joe Limer, Najib Manea, Connie Moise, Travis Ritt, Lori Waite

**MEMBERS ABSENT:** Aaron Holmes, Zeb Navarro, Wendy Nelson, Justin Smiley

**RECORDER:** Marti Snyder

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Meeting was called to order by Michelle Barton at 11:05 a.m.

**1. Approve minutes of September 22, 2017**

MSC, Ritt, Cohen, to approve the minutes of September 22, 2017 as presented. All in favor.

**2. Substantive Change Proposal**

The Substantive Change Proposal template is under revision by ACCJC and Palomar is piloting the new template as it submits for approval of the opening of the South Education Center. The proposal is nearing final draft form and was shared with the Committee for review. Any feedback is requested to be completed by November 7<sup>th</sup>, as the document will be sent to SPC for review in November.

There will be minor edits to the organizational chart and the budget after a final review of the positions is completed by Human Resource Services.

**3. ACCJC Training**

The Committee is asked to complete the ACCJC online orientation program in order to better understand the purpose of accreditation and the meaning/intent of each of the standards. The training will be linked and accessible on the 3PD webpage and professional development hours will be awarded for completion of the orientation/training.

**4. ASC Liaison Roles**

The Committee agreed that it would be beneficial for each of its members to serve as the accreditation liaisons to the councils/committees they represent in matters of the standards for which each of the councils/committees is responsible. The Committee will define these roles during the next meeting of ASC.

**5. Other**

N/A.

Meeting adjourned at 12:00 p.m.

Next Meeting:  
December 1, 2017