Accreditation Steering Committee
Minutes
ART 216 | August 26, 2011 1:00 PM


1. Approval of Minutes:
Minutes from the 8/15/2011 meetings were approved.

2. Progress Report
Larry Klein reported that all parts of the study were coming together and deadline for edits were due by Monday, Aug. 29 to make it into the printing of the Review Copy. Introduction is still in progress, and expertise will be needed to do Table of Contents and pagination across the document. Klein has been meeting with the Chancellor and Board members to discuss and edit Standards IV.B.1 and IV.B2.

Karen Saginor will work to get review copy online. Any edits/suggestions must be provided using track changes.

3. Review of Narrative, Certification, Org Charts
Those present reviewed the narrative and certification pages and suggested edits. There was discussion about the org chart and placement of the Board of Trustees. Org charts of other institutions would be reviewed to see what was standard.

4. Data Charts
Steve Spurling shared the first draft of data charts. Several suggestions and edits were proposed related to the source of data (e.g. looking in US Census data and issue of undocumented students) and the labeling of data.

5. College Wide Review
Deanna Abma shared list of committees which might review the document. Steering committee members are welcome to volunteer to listen to feedback.

6. Preparation for visit -- The visiting team will be on campus March 12-15th 2012. Preparation for the visit was tabled.

Minutes submitted by Gohar Momjian.