

Accreditation Steering Committee
November 6, 2012
3:30 p.m. - 5:00 p.m. in Levinson 40
Agenda

Review and approve minutes—Darren (October 9, 2012 note taker)
Today's note taker?

Updates & Status Reports

1. Annual Program Review cycle & update on process—Ann
2. Report on Action Items

Action Item 1: Todd will move copies of the minutes and agendas to the Pubic Folder for ASC. **Update: completed**

Action item 2: Todd will try to determine a timeline for ISIT recommendation (Content Management System). **Update:**

Action Item 3: Kate will put College Committee Fall Report Summary on the agenda for the next meeting. **Update: See agenda item 3 below.**

Action Item 4: Kirk will make modifications, and provide a clean version sans strikethroughs. **Update: sent via email October 10; attached to this email.**

Action Item 5: Make sure *Committee Co-Chairs* Listserv is accurate. Todd will make a request to Debbie on behalf of the ASC to make sure the list is up to date and accurate. **Update:**

Action Item 6: Kate will email the parties responsible Administrator/Champion outlined in the strategic plan asking them for a progress update and to determine a time frame that will ensure their tasks are completed. **Update: Kate developed and revised draft based on feedback; awaiting approval from Nan. Email with draft sent October 10; draft of email attached.**

Topics for Discussion, Planning, and Implementation

1. Site visit update and discussion—*bring rough summary notes of Exit Interview, emailed October 30)*
2. DRAFT of Accreditation process evaluation—*draft attached*
3. Integrated Program Review—*revised proposal—sent via email October 30*
4. Establish procedure for fulfilling responsibility outlined in Strategic Plan: “Recommendation 3: Progress on the objectives should be monitored by the Accreditation Steering Committee which should provide an annual report to College Council” (2). *See Action Item 6 above (awaiting approval from Nan)*
5. **Establish procedure for ensuring progress on Actionable Improvement Plans—Nan**
Note: Please bring AIPs from Self Study (pink printed copy from first meeting)

6. Review and discuss Committee Co-Chairs reports on aligning committee goals with college goals. *Note: Jennifer Marden will be sending an updated copy to ASC.*
7. Preparing for Response to ACCJC recommendations (received late January or February 2013)

Additional items?

Next Meeting: Tuesday, November 20, 2012, 3:30 p.m. - 5:00 p.m. in Levinson 40