Minutes for Committee Chair

August 25, 2023

Renegade Event Center

# Attendance

## Co-Chairs:

Faculty Co-Chair: Erica Giblin

Administrator Co-Chair: Billie Jo Rice

Classified Co-Chair:

Student Co-Chair:

## Members Present: Billie Jo Rice, Erica Menchaca, Bill Moseley, Kristin Rabe, Kimberly Nickell, Kimberly Bligh, Pam Kelley, Steven Holmes, Calvin Yu, Joe Grubbs, Marcos Rodriguez, Tony Cordova, Andrea Thorson, Roy Allard, Manny Mourtzanos, Laurel Mourtzanos, Matt Jones, Scott Dameron, Michelle Hart, Jessica Wojtysiak, Anna Melby, Mindy Wilmott, Christine Howell, Grace Commiso, Jennifer Achan

## Members Not Present:

## Guests: Aricia Leighton

# Welcome

# Review of Agenda

# Review of Charge & Goals – Rice & Menchaca

* A draft of the Committee of Chairs Charge was reviewed and approved with the recommendation of to add “provides” Reports To.

# Committee Best Practices – Menchaca, Rabe & Nickell

* Accessibility – accessible templates were posted to the website as a resource.
* Co-Chair Duties – basic duties were discussed.

# Committee Websites - Leighton

* An update on the upcoming changes to the website and timeline were shared. Below are some highlights:
	+ Post 2018 documents will be transferred over to the new website.
	+ Pre 2018 documents will be deleted.
	+ Training will be offered on how to edit committee websites and accessible documents.

# Accreditation Exercise – Commiso & Wojtysiak

* The 2023 Accreditation Standards and Committee Crosswalk was presented to the group.

# Meeting Adjourned

* 11:30am

Notes recorded by Tarina Perry