Accreditation Steering Committee Meeting
February 10, 2012

Draft Summary

Present: Dotti Cordell, Salley Deaton, Paul Greer (for Kathy McGinnis), Berta Harris, Sandra Pesce, Desiree van Saanen, Peter White, Xi Zhang

1. **Mid-Term Report** – Copies of the Accreditation Mid-Term Report (template) and timeline for completion were distributed for review. Committee members discussed content and appropriate resource documents (board policies, agendas, summaries, follow-up surveys) for the appendices.

   The report is due to the Commission by October 2013, however, the college will target September 2013 as the general submission date. First draft responses are due for review by the next Accreditation Steering Committee meeting on **Friday, March 23**. Once the language is finalized, each segment will be dropped into the template.

   In Fall, 2012, the committee will meet three times to review and finalize the report. In Spring 2013, the final draft will be circulated to all senates and President Council for endorsement. The final report will be submitted by June, 2013 to the Board’s Subcommittee on Accreditation and Student Learning Outcomes (to Lynn Neault).

2. **Mid-Term Report Visiting Team’s Recommendations** – Committee members reviewed the visiting team’s recommendations and agreed to the following assignments:

   #1 – Mary, Robbi, and Sandra
   #2 – Dotti, Berta, Helen and Minou
   #3 – Peter

3. **Mid-Term Report Planning Agenda Items** – Committee members reviewed Planning Agenda Items and agreed to the following assignments:

   #1 – Dotti, Berta, Helen and Minou
   #2, #8 – Mary, Robbi, and Sandra
   #3 – Mary (to assign appropriate person(s))
   #4 – Peter
   #5 – Peter and Mary
   #6, 7 – Peter
4. **Other** – Peter will prepare the “Description of Report Preparation,” which will identify the individuals and committees that carried lead roles in the document’s creation. District Recommendation 1, regarding policy for the selection and evaluation of college presidents—has been completed.

5. **Steering Committee Meetings in Spring 2012** –

   Friday, March 23, 2012 (Room D-102)
   Friday, May 4, 2012 (Room D-102)