

 Accreditation Steering Committee Agenda

02/24/2017

9:30 a.m. - 11:00 a.m.

Le-Jao Center 210

**Committee Mandate:** *While there is not yet a formal mandate for this particular meeting, the purpose of this group is to prepare to convene the Accreditation Steering Committee to produce the next Institutional Self-Evaluation Report (ISER) for our own quality control and Accreditation compliance.*

1. **CALL TO ORDER**
	1. Roll Call
	2. Welcome
	3. Adoption of Agenda
2. **SPECIAL REPORTS & UPDATES**
	1. Overview of process including presentation of report production timeline (D. Pittaway / A. Zentner)
	2. Review of past self-evaluation report, findings, and follow-up / midterm report (D. Pittaway / A. Zentner)
	3. Roles and responsibilities (V. Rodriguez)
	4. Expectations (D. Pittaway / A. Zentner/ V. Rodriguez)
	5. Writing guidelines (D. Pittaway / A. Zentner) (STEPSS)
	6. Evidence (D. Pittaway / A. Zentner)
3. **ACTION ITEMS**
4. **STANDING REPORTS**
5. **DISCUSSION ITEMS**
	1. Team structure and participation of Coastliners
	2. Quality Focus Essay

5.3 General questions / discussion

5.4 Next steps (convening Accreditation Steering Committee)

1. **ANNOUNCEMENTS** (1-2 minutes per)
2. **ADJOURNMENT**

**Electronic Materials to be forwarded to members:**

* **ACCJC Guide to Evaluating Institutions**
* **ACCJC Standards**
* **Report Production Timeline**