

Accreditation Chairs Meeting Agenda

3/16/17

1:00 pm - 3:00 pm

College Center 4th Floor Conference Room

**Committee Mandate:** *To oversee the production of the Institutional Self-Evaluation Report due to ACCJC in December 2018.*

1. **CALL TO ORDER** 
   1. Roll Call
   2. Welcome
   3. Adoption of Agenda
   4. Review of meeting minutes from 2/24 Chairs meeting
2. **SPECIAL REPORTS & UPDATES**
   1. Team structure (A. Zentner / V. Rodriguez)
   2. Review of timeline (D. Pittaway)
   3. Protocol for committees to promptly post and keep meeting documents/reports organized online for easy access (D. Pittaway)
3. **ACTION ITEMS** 
   1. Committee mandate (D. Pittaway)
   2. Timeline (D. Pittaway)
4. **STANDING REPORTS** 
   1. Standard I (chairs)
   2. Standard II (chairs)
   3. Standard III (chairs)
   4. Standard IV (chairs)
5. **DISCUSSION ITEMS**
   1. Homework #1 (reading Guide to Evaluating Institutions and taking notes) (D. Pittaway)
   2. Homework #2 (create statements of fact outline response for all major Standards) (D. Pittaway)

5.3 Homework #3 (provide evidence for each statement from Homework #2) (D. Pittaway)

5.4 Maintaining your teams and staying on task (D. Pittaway)

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

* **Next meeting will occur Thursday, April 6. Meeting schedule is 1st and 3rd Thursdays at 1:00 pm for the duration of spring 2017.**