**Accreditation Steering Committee Meeting**

**October 22, 2013**

**Attendance: Daniel Pittaway, Nancy Jones, Bob Nash, Ann French, Wendy Sacket, Gayle Berggren, Mary Halverson, John Colson, Vince Rodriguez, Christine Nguyen, Lori Adrian**

**November 1st all drafts need to be emailed to Nancy Ramirez**

* **Next meeting November 13th, 3 -5 p.m.**
* **ACCJC provided the college with recent manuals that provide formatting information**
* **Daniel Pittaway will be editing all six recommendations**
* **Mary Halverson and Nancy Ramirez will write recommendation six regarding HR evaluations**
* **We will need to make sure we have all the evidence collected in December**
* **Everyone will send all evidence to Nancy Ramirez and she will send it to Dave Thompson**
* **Nancy Ramirez will work with graphics to design the cover of the report**
* **All managers in departments will talk to their employees about service area outcomes and explain what they are**
* **All All-College meetings need to discuss our SLOs.**

**Recommendation 1: Jorge Sanchez is currently updating the Scorecard. Gayle Berggren and Mary Halverson will meet with Jorge to write the narrative.**

**Recommendation 2: Vince Rodriguez will read and provide input**

**Recommendation 3: Survey has been deployed and will close next Monday. A draft has been written and needs to be implemented at the manager level.**

**Recommendation 4: Mary Halverson and Nancy Jones will discuss issues after meeting**

**Recommendation 5: Faculty allocation – recommendations will be discussed at PIEAC and at other meetings.**

**Recommendation 6: Nothing has been completed. Mary Halverson and Nancy Ramirez will meet with district HR.**

**District Recommendation: Evaluations for SLO achievement**

**District Recommendation: Delegation of authority**

**District Recommendation: Self-evaluation**

**District Recommendation: Board employees**