Present
Alex Kramer, Andrew LaManque, Jo Ann Okabe-Kubo, Nancy Cole, Anita Muthyala-Kandula, Michele LeBleu-Burns, Coleen Lee-Wheat, Sylvia Rueda

Tom Beggs and Mary Pape were unable to attend

Ilan Glasman is on another team

Introduction to Accreditation
The team reviewed the purpose and goals of accreditation, including the mechanics of the self study process and the self study team visit.

The group reviewed the timeline from the April 5, 2010 Board presentation and noted that the team’s work should be done in draft by winter 2011.

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<tr>
<td>Standards committees formed</td>
<td>ACCJC self-study training for standards chairs</td>
<td>Teams work on standards</td>
<td>Results of self-study discussed in shared governance groups</td>
<td>Teams present work on standards &amp; discuss with college community</td>
<td>All electronic documents due to self-study editor</td>
<td>First draft of self-study available for review &amp; input</td>
<td>Final draft of self-study due to Board of Trustees</td>
<td>Final self-study document goes to printer; copies sent to ACCJC &amp; site visitors by August</td>
<td>Site team visit</td>
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Overview of Documents
The committee reviewed a number of documents, including the language of Standard I, the last Evaluation report, the Planning Rubrics, and Questions to Use in Institutional Evaluation.

Selection of Subcommittees
The following subcommittees were agreed to:
Standard IA Alex, Nancy, Mary
Standard IB 1-4 Andrew, Coleen, Anita
Standard IB 5-7 Michele, Sylvia, Jo Ann, Tom
Assignment
The group agreed to review the documents and come back with initial impressions at the next meeting. We were encouraged to write a paragraph of two to describe the current state of college processes as they related to our Standard sections.

Next Meetings
We agreed to meet on May 21 at 1pm

The June meeting was tentatively set for June 18?

ASL, 4/30/10