Standard IV Self Study Group  
Meeting Minutes  
September 13, 2010  

Members Present: Diane Caulfield, Jennifer Higa-King, Erika Lacro, Shanon Miho, David Panisnick, Preshess Willets-Vaquilar  

The Standard IV group met to discuss the purpose and goals of the self-study project, deadlines, and background information and experiences members had with the previous self-study process.  

Committee members received and reviewed material from the overall co-chairs of the Self-Study, including an Introduction to the Accreditation Standards (IV) and a copy of the report from the previous cycle.  

As a first step, the group decided that the following items were needed:  

1. Past survey(s) from the previous self-study cycle. Responses to those survey questions.  
2. Discussion at the steering committee level about coordination, construction and administering campus-wide surveys.  
3. Agreements between campuses (system documents and templates) to help address questions from Standard IVB on Board and Administrative Organization.  
4. Updated governance flowchart.  

The Standard IV group will schedule another meeting in October to develop a plan for collecting evidence for accreditation standards, beginning with a review of the descriptive summaries. In the meantime, the co-chairs will obtain the necessary documents and material for the committee and ask the steering committee questions about the coordination of surveys.