Members Present: Diane Caulfield, Souraj Dutta ("K"), Ross Egloria, Patrick Patterson, Marcia Roberts-Deutsch, Steven Shigemoto, Cynthia Smith, Lara Sugimoto.
Absent/Excused: Monique Tingkang, Russell Uyeno.
Guest: Sterling Foster.

Marcia Roberts-Deutsch called the meeting to order. Members were asked to volunteer to serve as Recorder on a rotating basis. The following will serve for the remainder of the semester: Cynthia Smith, October; Lara Sugimoto, November; Steven Shigemoto, December.

Marcia provided a brief overview of the new committee structure and the duties of the Accreditation Task Force. She referred members to the intranet website (http://programs.honolulu.hawaii.edu/intranet/node/67) where the CCIE and Task Forces Charter as well as the Comprehensive Assessment Planning Calendar are posted. Committee lists will be updated.

Major Action Items for 2014-2015 were also outlined, as follows:
1. Follow-Up Report due to ACCJC by October 15, 2014; with draft to the OVPCC and the BOR by September 22;
2. Actionable Improvement Plan (AIP) to be the focus of work during the current academic year;

ACCJC has published new Standards that will be in effect beginning in 2016. After our next full report and visit in 2018, we will be on a seven-year cycle.

The Task Force was asked to consider a request that IT be represented on the Accreditation and Assessment Task Forces in addition to being on the CCIE. Since there are a number of issues that are not pertinent to IT, it was decided after some discussion that IT would be including on a consulting basis as needed.

Other Items of Business: 1) Cynthia Smith suggested that Erika be invited to share her observations of her recent training and campus visit as a member of an accreditation team. 2) Sterling Foster suggested that the Accreditation Task Force look into developing orientation/training for faculty and staff in preparation for the College’s next self-study.