

## ACCREDITATION STEERING COMMITTEE

February 28, 2018

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**Members present:** Karen Lee, David Panisnick, Cynthia Smith, Monique Tingkang, Jerry Saviano, Guy Shibayama, Wayne Sunahara, Jennifer Higa-King, Mike Meyers, Lara Sugimoto, Chiara Logli, Jeff Stearns (notetaker)

**Narrative status:** Jeff is currently editing Standard IV.A. A first preliminary edited version was done for sections I, II, III. The Standard IV team wants to provide some updates to its previous draft. Marcia said last week that she would be sending updated versions of IV.C and IV.D this week. After the initial edit, the next step will be to integrate evidence into the narrative version before reviewing it again. The narrative will be made available to the campus for feedback some time in late March or so.

**Evidence:** Evidence was supplied from all but two teams. The teams were thanked for providing the data. Jeff will work with those teams with evidence still missing.

**Policies:** Many policies were reviewed so far. Some teams are still in the process.

**Intranet:** The Intranet has many old links, unneeded documents, defunct committees, missing committee minutes, and so on. Teams were asked to help update the Intranet by reviewing assigned sections and getting those responsible to update. The review should be done by March 9 and updates by March 14. There was a discussion about the Intranet reaching storage capacity. Mike will check on the status.

**Quality Focused Essay:** There were no suggestions new QFE ideas. To get a campus voice in the process, Jeff will send out an email to the campus to ask for ideas. Some topics discussed in the meeting were DE, assessment, sustainability, and place-based learning. The QFE must (a) improve student learning and student achievement, (b) be tied to data, (c) have a specific timeline, and (d) have leadership in place.

The next meeting will be on March 14, 2:00 p.m., in 6-101.