

**Accreditation Advisory Group**  
**DRAFT Minutes**  
**November 21, 2012**  
**3:00-4:00 p.m.**  
**ATC 103**

In attendance: Susan Lamb, Ted Wieden, Peter Garcia, Ann Patton, Lindsey Lang, Laurie Lema, Becky Opsata, Sue Rohlicek, John Freytag, Mario Tejada  
Absent: Andy Kivel, Jeanie Dewhurst, Jeanette Peavler, Newin Orante

<b>1.</b>	<b>Agenda Review (Action)</b> The agenda was accepted as presented.
<b>2.</b>	<b>Announcements</b> <u>Work Group Training</u> : Susan and Ted are pulling together training materials. Goal is for trainings to be held Tuesday before flex and filming it, with another training date TBD. Training is for co-leads and other committee members. Invitation will include information about all training opportunities and video availability. Co-leads could use the training at first committee meeting.
<b>3.</b>	<b>Approval of November 7, 2012 Meeting Notes (Action)</b> November 7 Minutes were approved by consensus.
<b>4.</b>	<b>Committee Recommendations for Chairs and Memberships (Action)</b> The committee reviewed and discussed potential work group members and co-leads. Laurie explained she has addressed Faculty Senate, had consultation with Pete and follow up discussions with Susan regarding work group recommendations. Laurie identified faculty members under consideration for co-leads. Work groups will be assigned a manager who will have default overall responsibility for that standard. Peter will do this by January. Laurie will follow up regarding SRC faculty reps. Peter will talk with Kathleen regarding SRC recommendations. Susan will follow up with Newin regarding ASDVC appointments.  Susan said the District plans to provide a first draft of Standard IV-B by March.  ALO will consider a strategy for communicating work group appointments to the community. Request will be sent by email with copy to all committee members. We will let them know they were identified because of their expertise in that area.  Susan will bring suggestions for work groups assigned to commission policies.

**Next Meeting: December 12, 2012**  
**ATC 103**