

**Accreditation Advisory Group  
Meeting Notes  
September 11, 2013  
3:00-5:00 p.m.  
ATC 103**

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

<b>1.</b>	<p><b>Agenda Review (Action)</b> There was consensus approval to accept the agenda as presented.</p>
<b>2.</b>	<p><b>Announcements</b></p> <ul style="list-style-type: none"> <li>• Faculty Senate Council unanimously accepted the strategic planning directive and four goals developed by the strategic planning writing group.</li> <li>• Classified Senate Council voted to accept the strategic planning directive and four goals with a recommendation.</li> </ul>
<b>3.</b>	<p><b>Approval of August 28, 2013 Meeting Notes</b> There was consensus to approve the meeting notes with amended changes.</p>
<b>4.</b>	<p><b>Debrief on Individual Meetings With Standards Committees</b> Susan Lamb and Becky Opsata have begun their meetings with the co-chairs of the nine committees. They are making sure that all committees are writing to the Standard. Susan shared where some of the Standard committees are in the process. They will finish up with the remaining Standard Committees. Susan will also have drop-in times throughout the semester for co-chairs to meet with her.</p> <p>Peter Garcia shared the importance of holding meetings that include all co-chairs with the AAG. The listening dialogue piece in these meetings is important. After discussion, it was agreed that the remainder of the AAG meetings for this semester will include Standard co-chairs and any committee members who would like to attend. AAG meeting agendas will be 3:00-4:00 p.m. for feedback and questions from the Standard committees, and 4:00-5:00 p.m. for AAG debrief. At the September 25 meeting co-chairs will be asked to report on things in the writing process that are working or not working, major findings-both high end and low end, and any collegewide themes.</p>
<b>5.</b>	<p><b>Soliciting and Providing Feedback on the Self-Evaluation</b></p> <ul style="list-style-type: none"> <li>• <b>Standards Committees</b> Receive feedback from AAG and other committees.</li> <li>• <b>Collegewide Feedback</b> It was agreed that there will be all college meetings on November 13 and December 11.</li> </ul> <p>Accreditation communication is becoming important. Becky is working with Chrisanne Knox about the cover of the self evaluation and will also work with her on including an accreditation update in the <i>Governance at a Glance</i>.</p> <p>The workflow timeline is as follows:</p>

	<ul style="list-style-type: none"> <li>• October 31, 2013 – strong working draft</li> <li>• December 13 – deadline draft with evidence</li> <li>• February 28 – college wide draft</li> </ul> <p>Susan will revise her timeline document to include more explicit language on what is due.</p> <p>AAG “red team” members will review the entire February 27 collegewide draft. Constituent members will review the draft in March and April.</p>
6.	<p><b>Update on Substantive Change Report</b></p> <p>Susan Lamb will provide the distance education coding guidelines used by the Instruction Office schedulers. There was general acceptance of the draft report. Susan will send an email to Susan Clifford this evening along with the draft report asking for feedback. If Dr. Clifford has any comments, Susan will let AAG members know. If there are no comments, the report is ready to be sent to the Accrediting Commission for review at their November meeting</p>

Next Meeting: September 25, 2013  
ATC 103