

ACCREDITATION STEERING COMMITTEE

December 6, 2012

12:50 to 1:50

HUM 111

ATTENDEES:

- **Attendees:** Jefferson Tiangco, Koji Uesugi, Margarita Shirinian, Arend Flick, Maria Maness, Hortensia Cuevas, Natalie Aceves, Nicole Ramirez, Patti Brusca, Lyn Greene, Briana Boykin, John Coverdale, David Bobbitt, Greg Aycock, Vivian Harris, Hetal Patel, Gail Zwart, Sarah Burnett, Kevin Fleming, Jim Thomas, Mark Lewis, Sharon Crasnow, Damon Nance, Wendi Alcazar, Dominique Hitchcock, Jan Muto, Carol Farrar, Monica Green, Debbie DiThomas, Paul Parnell, Linda Wright, Shaunna Winn (ASNC), Marissa Edelman (ASNC), Anthony Lombardo (ASNC), Joycelyn Yow (ASNC), Ryan McKee (ASNC), Diane Dieckmeyer, Jonathan Truitt (ASNC), Melissa Bader, Peggy Campo,
- **Absentees:** Debra Creswell, Mark DeAsis, Dan Lambros, Steve Monsanto, John Moore, Gustavo Ocegüera, Dimitrios Synodinos, Phu Tran, Sheryl Tschetter, Tom Wagner

WELCOME

- Thank you from Dr. Flick and Dr. Dieckmeyer for coming today and for the work you have already completed.

AWARDS

- Want to recognize accomplishments and contributions.
- Presented awards for various topics and accomplishments.

SPRING TIMELINE

- Upload drafts to internet before this term ends in December and please e-mail them to Dr. Flick and Dr. Dieckmeyer.
- Will return drafts with comments and suggestions by mid-February.
- Draft will be read by ISPC in March.
- Will meet during flex on February 8.
- Next revisions, with evidence, are due May 1 for first reading by COTW. Then goes to the Academic Senate followed by the COTW again on May 28.
- Goal is to have an evidence page to refer readers to.

REMINDERS

- a) Format and Evidence
 - Cite evidence using Mt. SAC style. Use parenthetical "See X" after every sentence or paragraph.

- Provide a specific, complete evidence list at the end of the document. A evidence home page will be created later.
- b) Documents
 - Descriptive summary should describe what we're doing.
 - Self-evaluation should evaluate how well we're doing.
 - Make sure to write the self-evaluation section.
 - Remember to look at the ACCJC guide. It is a very helpful document.

QUESTIONS

- Further discussion on evidence and how it should be identified.

PLEASE SIGN IN

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Margarita Shirinian	
Lynn Greene	
Wendy Dwyer	
Nicole C. Ramirez	DOI
Koji Uesugi	SFP
Jeffrey Santilli	DOI
Bonnie Boykin	EOPS/SIBY
Shirley Smith	BEIT
Natalie Adams	
Tim Thomas	BEIT
David B. Bitt	
Wendy Kuehl	DHR
Sharon Casman	ALTWL
Jonathan Furt	ASNS
Patti Bousca	matric
Mark Lewis	com
Wendy Alcega	DOI
Jan Muto	com
Acinda Wright	VPBS

