



**DACC Accreditation Steering Committee
Planning Meeting
April 17, 2008**

DRAFT MINUTES

Steering Committee

Present: Anna Chieffo, Susan Williams, Fred Lillibridge

Absent: Joyce Bradley, Katiba Ulbricht, Susan Wood, Molly Morris, John Paulman, Ellen Schneider, Martha McCaslin, Sam Weiss, Tim Chappell, Dave Burleson, Doug Layer, Kim Seifert, Rene Sierra, Tammy Welch

Administrative Liaisons

Present: Margie Huerta, John Walker, Andy Burke, Sylvia Nickerson

Recorder: Leah Bollschweiler

The meeting was called to order at 3:05 p.m.

Approve Minutes

The 20 March 2008 minutes were approved.

Resource Room

Committee members toured the resource room and made suggestions for improvements. Plans were reviewed about how we would support the Site Visit team during their time at DACC.

President Progress Report

Dr. Huerta will be sending out the site visit schedule to all DACC personnel and encourage them to attend appropriate meetings with the HLC Site Team. Emails will also be going out to faculty to remind them to let their students attend the open meeting with students. Supervisors will also be reminded to encourage their staff to attend the open meeting with exempt and non-exempt staff.

The HLC Site Visit Team Chair requested a meeting with our Assessment of Student Learning Committee.

Invitations were extended for the open meeting with community representatives, and a personal call will be made to each for a follow up.

Members of the HLC Accreditation Steering Committee should have received an invitation from Chancellor Martin for a reception with the HLC Site Visit Team on Sunday, 27 April. They are encouraged to attend and RSVP.

Co-coordinator Progress Report

Fred said that we have not received any third party comments from HLC. He doesn't foresee any big surprises. Dr. Chieffo would like reports from programs/units from their individual program accreditations to put in the resource room. Also would like any scholarly works from faculty members and staff.

General Discussions

Next meeting to be determined.

Meeting adjourned at 4:00 p.m.