

Accreditation Subcommittee Meeting Minutes

Monday, September 8, 2025

9:00 –9:45 AM

Zoom virtual meeting

MEMBERS	Jessica Luedtke, Ildifonso Carillo, Shakerra Carter, Masahiro Omae, Marne Foster, Franklin Garrett, Jesus Rivas, Brenna Leon Sandeford, Kirsten Lollis, Debi King
1. Call to Order 9:01 AM	
2. Action Item	
2.1 Approval of Agenda	
CONCLUSION	Agenda approved unanimously
3. Information/Discussion Item(s)	
3.1 Role of the Accreditation Subcommittee	
INFORMATION	Subcommittee of the Program Review and Planning Committee.
3.2 Committee functions throughout the accreditation cycle	
INFORMATION	• A small core group meets regularly during most of the cycle. • The group expands into a larger Steering Committee as the self-study phase approaches.
3.3 Writing the Self-Study Report	
INFORMATION	• Deans and additional members join to lead focus groups addressing specific accreditation standards. • Each focus group contributes to writing sections (chapters) of the institutional self-study report.
3.4 Timeline	
INFORMATION	Approximately one year is spent preparing the self-study, then the committee shifts focus to preparing for the accreditation visit.
3.5 Next Steps	
INFORMATION	• Continue meeting regularly as a core subcommittee. • Begin early planning for upcoming self-study preparation activities. • Identify potential members for future focus groups as the cycle advances.
4. Adjournment: Meeting adjourned at 9:48 AM	
Next Meeting: 10/15/2025 at 9:00 AM	

Minutes submitted by: Debi King