



**Accreditation Subcommittee**  
**AGENDA/Minutes for Thursday, April 24, 2025**  
**11:00 – 12:30 PM | [Zoom](#)**

**Members:** Jessica Luedtke, Shakerra Carter, Masahiro Omae, Jesus Rivas, Juan Salcedo, Marne Foster, Sarah Boswell, Kirsten Lollis, Debi King

**1. Call to Order/Roll Call**

**2. Action Items**

2.1 Approve Agenda

**3. Information/Discussion Item(s)**

Item	Subject	Speaker	Time
3.1	<b>Review and add to agenda</b>  <b>Agenda item:</b> Integration between strategic plan & accreditation plan  <b>Minutes:</b> How are we leveraging program review, strategic planning, etc. for evidence? Make less manual Use AI to process information from committee minutes Email out to faculty to drop evidence Identified leads: Jesus, Juan, Jessica and research team  <b>Discussion at next meeting:</b> How are we tracking KPIs? Are they trackable and useful as outcome indicators, if not, how do we revise them with folks? - PRIE team reviewing What is the method for executive approval of completion of objectives. - PRIE bring any ready for completion and recommendation for process PRIE share visual of examples of evidence types collecting and methods of collection - Jesus	all	10
3.1	 <b>Agenda item:</b> Communications <b>Minutes:</b> Newsletter, President's Weekly, outreach Identified leads: Sarah B and Marne leads with Jesus and Brenna supporting  <b>Action &amp; Discussion at next meeting: TBD</b>	Jesus, Jessica, Juan	15
3.2	 <b>Agenda item:</b> Structure for SharePoint Site and Evidence folders  <b>Minutes:</b> Discuss folders structures and challenges in last cycle in naming, saving evidence. Identified leads: Debi with support from Jesus & Jessica  <b>Action &amp; Discussion at next meeting:</b> Debi to bring back categories and naming	Sarah B, Marne, Jesus	10
3.3	 <b>Agenda item:</b> Annual Reports <b>Minutes:</b> leads, timelines Update of the Annual Strategic Plan/Accreditation Plan Matrix – how we do it more effectively Identified leads: Jessica, Masa, Jesus, Shakerra	Debi, Jesus, Jessica	10
3.4	 <b>Agenda item:</b> Annual Reports <b>Minutes:</b> leads, timelines Update of the Annual Strategic Plan/Accreditation Plan Matrix – how we do it more effectively Identified leads: Jessica, Masa, Jesus, Shakerra	Jessica, Masa, Jesus, Shakerra	10



	<b>Action &amp; Discussion at next meeting: TBD</b>		
3.5			

**4. Adjournment –**

Next meeting May 29, 2025  
11:00-12:30