



Accreditation Subcommittee

MINUTES - Thursday, April 14, 2025

11:00 – 12:30 PM

Zoom virtual meeting

Members Present:	Jessica Luedtke, Shakerra Carter, Masahiro Omae, Jesus Rivas, Juan Salcedo, Marne Foster, Sarah Boswell, Kirsten Lollis, Debi King
Not Present:	
AGENDA	
1. Call to Order 3:42 PM	
2. Action Items	
2.1 Approval of Agenda	
CONCLUSION	agenda approved unanimously by members
3. Information/Discussion Item(s)	
3.1 Integration Between Strategic Plan & Accreditation Plan	
INFORMATION /DISCUSSION	<ul style="list-style-type: none"> • 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
3.2 Communications	
INFORMATION /DISCUSSION	<ul style="list-style-type: none"> • Newsletter, President's Weekly, outreach • Identified leads: Sarah B and Marne leads with Jesus and Brenna supporting
3.3 Structure for SharePoint Site and Evidence folders	
INFORMATION /DISCUSSION	Discussed folders structures and challenges in last cycle in naming, saving evidence. Identified leads: Debi with support from Jesus & Jessica
3.4 Annual Reports	
INFORMATION /DISCUSSION	<ul style="list-style-type: none"> • leads, timelines • Update of the Annual Strategic Plan/Accreditation Plan Matrix – how we do it more effectively • Identified leads: Jessica, Masa, Jesus, Shakerra
4. Adjournment: Meeting adjourned at 12:32 PM	
Next Meeting: TBD	

Minutes submitted by: Debi King

Minutes approved: