**Agenda**

**SRJC Accreditation Self Evaluation Organization Meeting**

**February 8, 2013**

**8:30am – 10:00am**

**Doyle Library, Room 4245 (1st floor) and**

**Videoconferenced to Mahoney Library, Room 726**

1. **Welcome and Introductions**

* Name and position
* Past accreditation visits?
* Standard committee served on?

1. **Role of the Accreditation Steering Committee: Suggestions/Advice**

* Organize and supervise the work of the standard committees
* Monitor the progress of the self study
* Receive suggestions from the college community as to key issues and concerns
* Review drafts of the self evaluation for coherence and consistency
* Ensure adequate participation of all segments of the District

1. **Roles of Administrative Liaisons: Suggestions/Advice**

* Meet as needed with Standards Committees
* Assist committee members in understanding their standards, the procedures for examining evidence, and the requirements of the report
* Assist Standards Committee members in acquiring data, reports, surveys, etc. to aid them in developing their report
* Provide feedback to the Steering Committee on progress of the standard committee
* Other?

1. **Timeline: Suggestions/Advice**

(See attached handout)

1. **Recruitment/Assignment of Volunteers to Standards Committees**
2. **PDA Workshop(s) in Fall 2013**

* Suggestions?
* Volunteers?

1. **Other Advice?**