

**Accreditation Steering Task Force   
Minutes**

**Tuesday, November 17, 2020**

**11:00 a.m. to 12:00 p.m.**

**Zoom**

**Present:** Amanda Bauer, Brock McMurray, Deb Daniels, Heather del Rosario, Jessica Grimes, Leslie Minor, Severo Balason, Sharyn Eveland, Xiaohong Li, Marianne Bishop, Amar Abbott, Joe’ll Chaidez, Marty Morales, Windy Martinez, and Vicki Jacobi

**Absent:** Greg Hawkins

**Secretary:** Brandy Young

**Review Last Meeting’s Minutes**

Minutes reviewed with no comments.

**Subcommittee Chair Report**

Severo: Standard IA, B, and C – Completed the edits and the review of evidence. This section is now in the shared folder.

Leslie: Standard IIA and B – Will have edits completed by the end of the day today.

Windy: Standard IIC – Making final edits and gather evidence. Subcommittee members have reviewed the completed sections, but have made no comments.

Heather Standard IIIA – All updates have been made and the document has been saved to the shared drive.

Brock: Standard IIIB and D – Sent final draft to Dr. Daniels. Will need to update certain pieces of evidence when the most current documents become available.

Xiaohong: Standard IIIC – Received all the edits and is finalizing the document. Will send the draft to Dr. Daniels.

Deb: Standard IV – This section is complete and is ready for final review.

**Next Steps**

Once all sections have been finalized with the subcommittee edits, a final editing team will be assembled. This team will edit the document for voice. This process will continue through January. Once this editing piece is complete the document will be sent out to the campus community for review. A newsletter will be sent out in the spring to update the campus on the progress.

**Next Meeting**The next meeting will be on Tuesday, December 15, 2020 via Zoom.

Respectfully submitted by Brandy Young, ASTF Secretary