Minutes

Date  04/14/2015  Start Time  2:00 PM  Adjournment Time  3:00 PM  Location  Lib 420
Type of Meeting  ☑ Regular  ☐ Special

CHAIR  Don Smith
SECRETARY  Don Smith
ATTENDEES  Brent Strunk, Chris Michaelides, Paula Griswold, Donna Luse, Ron Hill, Matthew James, Jose Cordova
ABSENT (EXCUSED)  Jessica Lasiter

Agenda

GENERAL ANNOUNCEMENTS
The fourth accreditation report has been received and distributed.

DISCUSSION TOPICS
The general discussion revolved around who is to determine if a rubric section was covered in submitted accreditation materials. In addition, applicability to the university mission should be included in all reports.

CONCLUSIONS
The rubric will have a time period heading added and a column identifying where each rubric is addressed in accreditation reports.

ACTION ITEMS

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<tr>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
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<td>Luse will revise the rubric and Smith will distribute the update to the accredited programs. The committee will next meet on April 28, with Ron Hill and Chris Michaelides reviewing the business and accounting reports.</td>
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