Steering Committee Minutes  
January 27, 2017 at 1:00 p.m.


Recorder: G. Etherton

Draft Reports

- At this point it does not need to be a clean draft.
- The pieces of evidence that are necessary to prove a point should be an in-text citation.
- The report should be 10-12 pages.

Standard II

- This report is complete and the Google Doc is posted to Google Site.
- What will be a linked is highlighted.

Standard III

- A rough draft is complete, and the group is now in the process of uploading the evidence.

Standard IV

- The group has been working with Mitchell Levy.
- The group lost the SGA President as a member. Raymond Crowthers is the new SGA President.
- The group still needs to write two sections.

Standard I

- The group went through each goal and provided support on how the College is meeting that goal.
- The group needs more statistical information and is reaching out to areas that can provide information.

Standard V

- The bulk of the writing is complete. A couple of sections need to be completed.
- The group highlighted the areas that need to be linked.
- Documents are in place.

Standard VI

- The group has a rough, incomplete first draft.
- Some data is pending.

Standard VII

- The draft is up and links need to be added.
• Policies that the standard deals with still need to be updated. The group is working with the Senior Staff.

Compliance

• The group is still working on obtaining needed information.
• The group is still working on the student complaint policy.
• The group does not have any material on the assignment of credit hours.
• The group has an incomplete rough draft.

Upcoming Events:

• Augie and Jean will be meeting with Dr. Gaba on February 8, so they can bring some outstanding issues to her.
• McAlister will be going with Dr. Mora to Genesee Community College during their evaluation visit.
• Final drafts from working groups are due April 30th.
• The Steering Committee is responsible for reviewing all reports and identifying strengths and weaknesses.
  o An empty rubric and a completed rubric from another college was distributed.
  o Peer Review Assignments (due February 24, 2017):
    ▪ Groups 1 and 6
    ▪ Groups 3 and 5
    ▪ Group 7 review group 2
    ▪ Group 2 review group 4
    ▪ Group 4 review group 7
• Charts are up on the Google Site.
• The groups should also ask their advisors to review the reports with the rubric.
• In the Spring Middle States will determine the members of the evaluation team.