**Accreditation Steering Committee Meeting Notes**

**May 22, 2017**

**3:00 – 4:00 pm**

1. Mission Fulfillment Committee: (Bill)
* This was the 2nd review of the proposed charter.
* The major question that needed to be addressed was the relationship between the MFC and the Assessment committee. Will it report to the Mission Fulfillment Committee first and then to the College Council?

**ACTION ITEM/DECISION:** The assessment committee will report to the MFC.

1. “What When” (BJ)
* Group consideration of the updated proposed committee calendar. Work sessions planned with the goal of being able to focus on the data early in the fall so that the full committee can process and act upon the information.
* Highlighted the meetings summer stewards prepare for the fall work, going through the leading indicator data and how it relates to fulfilling the core themes.
* It was noted that it was necessary to present the data/work of the MFC correctly and then show how it impacts the budget to the Board during the working sessions planned in the winter. In other words, “telling the story” to the Board about how the leading indicators relate and what the possible budget implications are.

**DECISION:** A standard calendar will be adopted to show the work/session/meetings of the MFC.

**ACTION ITEM/DECISION**: A separate and additional group conversation is needed to discuss how far the proposed October committee working meetings be pushed out allowing for more time to analyze the work/data prepared by the summer stewards.

1. Leading Indicators Agenda Item:
* Will be considered via email and at the next MFC meeting, June 5, 3:00 – 4:00 p.m.
1. Summer stewards, *not a complete list*:

David

Cynthia

Tara

Sunny

Sue

Lisa

**ACTION ITEM/DECISION:** Chris Rosas to schedule summer steward meetings. Open to the whole group, mandatory for summer stewards

1. **AGENDA ITEM**: Summer stewards calendar, agenda and summer work process.