

Rocky Rose

From: Leonita Cole
Sent: Monday, October 10, 2005 5:15 PM
To: Allen Brown; Connie Elder; Donna Troy; Kathryn Nette; Patricia Santana; Rocky Rose; Rosalyn
Subject: Standard One Memo and Meeting Notes
Attachments: 10-7-05.doc; Report Template.doc; image001.wmz; oledata.mso



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DATE: October 10, 2005
TO: Members of the Accreditation Self-Study Committee – Standard I

FROM: Kathryn Nette and Geraldine Perri, Co-chairs

RE: *Standard I*

At our meeting of October 7th, 2005, we identified the following timeline for Standard I draft responses and review of committee responses:

<ul style="list-style-type: none"> Oct 10 – Template and writing guidelines distributed (see attachment)
<ul style="list-style-type: none"> Oct 17 – Committee members send draft responses of assigned questions to Ms. Cole*
<ul style="list-style-type: none"> Oct 20 – Draft of full document will be sent to all committee members for review
<ul style="list-style-type: none"> Oct 27 – Comments due back to respective writers by committee members*
<ul style="list-style-type: none"> Oct 31 – Committee members send revised drafts of assigned questions to Ms. Cole
<ul style="list-style-type: none"> Oct 31 – Nov 2 G. Perri & K. Nette to review full draft document
<ul style="list-style-type: none"> Nov 2 – Draft document #3 to all committee members

(* Committee Assignment)

As well, we agreed to review the survey questions as relates to our respective assignments. Responses are due back to Ms. Cole by October 20, 2005. It was recommended that suggestions to the survey include:

- Potential new survey questions
- Possible modifications to survey questions
- Possible deletion of survey questions

As you can see, we have quite a busy semester ahead of us. Should you have any questions on our next steps, please feel free to contact either Kathryn Nette or Gerri Perri.

We thank you for your assistance and look forward to working with you.

10/19/2005

