



**College Recommendation 4 Sub-Committee  
Meeting Minutes  
October 28, 2015**

**Present:** Siri Brown (co-lead), Jennifer Briffa, Rosa Perez, Mary Ciddio,, Isela Gonzalez Santana, Charity Clay

**Absent:** Samantha Knappenberger (co-lead), Jayi Thompson

**Guests:** None

AGENDA ITEM	SUMMARY OF DISCUSSION	ACTION/FOLLOW-UP
<b>I. Report on Standard IIC related to Recommendation 4</b>	Siri utilized our template to review standard III and suggest additional evidence needed to support this area. The group added to suggested evidence ideas.	Complete the reporting process for additional standards
<b>II. Report on Standard II related to Recommendation 4</b>	Isela and Jennifer completed reporting on their assigned area for standard II. The group added to the suggested evidence ideas.	Complete the reporting process at the next meeting.
<b>III. Report on Standard IIB related to Recommendation 4</b>	Charity utilized our template to review standard III and suggest additional evidence needed to support this area. The group added to suggested evidence ideas.	
<b>IV. Remaining Review of Standards that relate to Recommendation 4</b>	Jayi was not present at the meeting but he emailed his template. Samantha will email hers	Review both
<b>V. Next Steps</b>	The group discussed next steps and its was decided that the leads for this Recommendation will write an outline for the draft response to Rec. 4 utilizing the templates and lists of evidence resulting from our 3 last meetings.	Next meeting review draft outline response to Rec. 4 will be held on 11/18 due to 11/11 holiday.