WSCUC 2019 Reaffirmation Institutional Report
Steering Committee Meeting Notes
09/06/17

Attendance: Erinn Banks, Emily Bonney, Amir Dabirian, Sheryl Fontaine, Mildred García, Berenecea Johnson Eanes, Lisa Kirtman, Dale Merrill, Sunny Moon, Pam Oliver, Matt Olson, Irena Praitis, Anil Puri, Clint-Michael Reneau, Steve Stambough, Kristin Stang, Su Swarat, and May Wong

1. Welcome and introduction of new members: Clint-Michael Reneau, Matt Olson, and Steve Stambough

2. Subcommittee progress reports on the assigned topics for the WSCUC Institutional Report:
   a. Subcommittee #1: Kirtman – outlined everything; have evidence; on time to complete. (Student was present and participated.)
   b. Subcommittee #2: Swarat - 3 writers; meeting next week to review; lots of repetition among topics; will overlap with Subcommittee #3.
   c. Subcommittee #3: Reneau – writing retreat in August; 3 writers; draft to subcommittee mid-September; will be ready in October.
   d. Subcommittee #4: Stang – two writers; draft is with committee; trouble with where data is posted – used AMP, getting data from Emily/HRDI – especially on staff side (David Forgues and Calvin Chen); information needs to be made public facing. (Students have not participated.)
   e. Subcommittee #5: Wong – on schedule, 2 writers, initial draft to Danny, will go to the subcommittee then to Steering Committee in October. (Students have not been able to participate.)

3. Component 2 review. Members provided input to help fill gaps and answer questions about the availability and location of various evidence needed for Component 2. (Notes taken directly into Excel spreadsheet.)

4. Other Announcements:
   a. Reminder: Subcommittees submit draft to Steering Committee by 10/01/17.
   b. There are opportunities available to attend WASC workshops. Visit https://www.wscuc.org/educational-programs for the Fall and Spring workshop schedule.