1. Subcommittee reports
   a. Standard One – in progress. John Blackwood has agreed to be part of this subcommittee
   b. Standard Two – in progress
   c. Standards Three, Four and Five
      i. Subcommittee is working with lead writers
      ii. Discussed further clarification about what information is needed for standards 3 and 4 relative to the core themes.
   d. Campus Communication
      i. Working with community relations to reprint accreditation card from year 3 visit – will do one print now and another closer to the visit
      ii. Joan shared accreditation core theme jeopardy – she will send out an email to for more ideas about questions and answers for this
      iii. Gary requested that we be sure to provide an electronic package of information when we are sharing accreditation information
      iv. Carol will work with the campus communication group on developing a Lib Guide for accreditation
      v. Campus communication group will also work with community relations to develop a classroom poster and potty patrol flyers
   e. Mission Fulfillment Ranges
      i. Jennifer Lantrip will lead this group with the assistance of Emery Smith.
      ii. Mission fulfillment ranges are needed both to get final approval of indicators from the board but also to successfully write to standards 3 and 4

2. Editing and final revision of report – Roxanne and Ali asked that Martha be the editor of the final report and will follow up with her next week.