**TEAM:** Standard 7

**PRESENT:**  Joe Walker, Kelley Williams, Linda Saari, Brian McGinn, John Segedy, Gail Eaton, Bill Warnken (Not in attendance, Kim Rooney, Alyssa Bailey, Marygrace Bartoldus, Peg Scarcello, Katie Ort, Michele Ferencsik)

**MEMBER TAKING MINUTES:**  Linda Saari

**DATE:**  04/09/2014

**START TIME:** 2:30

**END TIME:** 3:30

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| **Item** | **Discussion** | **Conclusion** | **Actions Items/Member Responsible** |
| Review rating guide | Looked at rating guide to be prepared to evaluate next meeting. |  |  |
| Review evidence | Almost all evidence in except tech plan |  |  |
| Review report so far | Ideas for Executive summary for next time as well as strengths and needs. Made changes and edits. |  | Linda will make edits |
| Report | May 21 is the date we need to have our report electronically to all faculty. |  | Linda and Michele will continue to meet |
| Chair of committee vacancy for next year | Need to address. |  | Linda notified Sara---She said that Jim will address |
| Action | Michele and Linda will continue writing based on evidence. Will need to have draft to committee by April 25 for the April 30 meeting. |  |  |
| Next Meeting | April 30, 2014 2:30 |  |  |