



			- Basic Skills Coordinator
✓	Allyn Leon – Chair, Math Department		Xochitl Tirado – Distance Education Coordinator
	Andrew Robinson – Chair, Exercise Science Dept.		Kathy Rodriguez – CTA Representative
	Jose Velasquez – Chair, Industrial Tech. Dept.		

✓	Jose Carrillo– Classified Manager Rep		
	Adriana Sano– Confidential Rep		
	Brianna Guzman– ASG Rep		
✓	Kyle Deol– ASG Rep	✓	Martha Navarro/Linda Amidon

The regular meeting of the Continuous Accreditation Readiness Team (CART) was called to order at 3:33 p.m. by CART Co-Chair/Accreditation Coordinator Dr. James Patterson.

The Administrative Council writing team assignments were announced at the November 15, 2016, CART meeting; each assigned administrator has acknowledged receipt of his/her assignment, copy of standards, and basic format for narrative elements (see attachment).

Administrative writing team leads were assigned tasks to perform during the winter break: (1) review assigned Standards and select four to work on during

~~3~~-2) One-half of the Department Chairs (determined annually)

4) 3) Educational Master Plan Committee (E,ott.-5BD(n)3.7 (n&p(TD()Tj19.565 0 9.565 016))-1.

