

# MEETING MINUTES

## STEERING COMMITTEE



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Date: October 23, 2023

Time: 9:00 AM – 12:00 PM

Room: Celis 119

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### **IN ATTENDANCE**

Dr. Nancy V. Vicente Vélez, Coordinator  
Dr. Rosita L. Rivera Rodríguez, Co-Coordinator  
Dr. Francisco M. Monroig Saltar, Member  
Dr. Edly Santiago Andino, Member  
Dr. Jonathan Muñoz Barreto, Member (**Excused**)  
Dr. Anidza Valentín Rodríguez, Member  
Dr. José R. Ferrer López, Member  
Prof. Griselle M. Toro Comas, Member  
Mr. Humberto L. Nieves Martínez, Administrative Officer

### **MATTERS DISCUSSED**

- **Analysis** – Discussion of the questionnaires and the evidence table.
- **Microsoft Teams** – A group was created in Microsoft Teams in which the different working documents of the Steering Committee will be shared. The seven standards and their respective documents began to be organized into folders.
- **Workgroups** – The different workgroups were updated, and the official list included in the Self-Study Design.
- **Access** – Steps were taken to gain access to a folder previously created in OneDrive.
- **Questionnaires** – Identification of strategies to distribute the questionnaires and encourage participation of the administration and academic community.
- **Participation in Previous Years** – Official documents from previous reaccreditation processes were identified to compare metrics and results of the questionnaires.

## **NEXT MEETING**

Date: October 30, 2023

Time: 9:00 AM – 12:00 PM

Room: Celis 119