LOS ANGELES COUNTY COLLEGE OF NURSING AND ALLIED HEALTH
STEERING COMMITTEE MINUTES
September 4, 2018

| PRESENT | Members Present:<br>Maria Caballero, ALO<br>Frances Cervantes<br>Sarah Granger<br>Joan Kohl<br>Herminia Honda, Recorder | Guests: | Excused/Absent:<br>Tammy Blass<br>Vivian Branchick |
|---|---|---|---|
| Topic | Discussion/Conclusions/Recommendations | Actions | Follow-Up |
| CALL TO ORDER | 0907 a.m. | | |
| APPROVAL OF MINUTES | Minutes of July 9, 2018 approved.<br>Work Session was held on 8/7/18 in lieu of the meeting. | Post on the intranet and internet | H. Honda |
| MINUTES FOLLOW-UP | None | None | None |
| ANNOUNCEMENTS | Received an email for G. Momjian that a team chair has been selected for the accreditation visit. | None | None |
| STEERING COMMITTEE ASSIGNMENTS | S. Granger and M. Caballero will upload evidence to support Commission Policies compliance and eligibility requirements. | Upload evidence | M. Caballero<br>S. Granger |
| DRAFT # 3 UPDATE / EVIDENCE | 1.H. Honda reported the following update on the ISER 3rd draft:<br>➢ T. Blass completed the formatting and editing<br>➢ H. Honda and J. Kohl are almost done with reviewing the content for duplication. Once completed, H. Honda will remove tracking changes and incorporate evidence.<br>2. Committee reviewed the document and evidence and noted that information on the website regarding the LVN –RN curriculum plan needs to be updated. | 1. Information<br>2. Update website | 1. None<br>2. H. Honda |
| EDITING /FORMATTING | T. Blass completed the editing and formatting and left comments for the committee | Information | None |
| TIMELINE | Currently meeting the timeline. Copy of the ISER need to be presented to the Board before the November meeting. | Information | None |
| OFF AGENDA | None | None | None |
| ADJOURNMENT | 0945 | | |
| NEXT MEETING | Date: October 2, 2018<br>Time: 0900-1100<br>Place: Administration Bldg., Room # 111<br>Minutes: H. Honda | | |

Approved by: Vivian Branchick (signature on file)

Prepared by: H. Honda (signature on file)

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