From: Eric Bérubé
To: Mark Williams; Robin Ledford; Dena Maloney
Cc: Brandy Young (byoung@taftcollege.edu)
Subject: FW: step 1 for distance learning
Date: Monday, August 03, 2015 8:18:00 AM
Attachments: image001.png

Good Morning Mark,

I am forwarding Susan Clifford's e-mail to you regarding picking a date for the review of the three substantive change reports we must submit to the ACCJC (welding facility, correspondence education, and 50% distance education). When you get a few minutes, could you give it some thought and get back to me with a date? Of course, I am available to discuss if you would like to kick around some ideas.

As always, please let me know if you have any questions.

Thanks,

Eric

From: Susan Clifford [mailto:sclifford@accjc.org]
Sent: Thursday, July 23, 2015 11:15 AM
To: Eric Bérubé
Cc: Mindy Graham
Subject: RE: step 1 for distance learning

Hi Eric,

I have reviewed the information in Step One for Distance Learning at Taft College and you are correct, a substantive change review by the Commission will be required. I'm happy to review a draft proposal at any time.

The dates of the Substantive Change Committee meetings for the coming academic year are November 4, 2015, February 29 and May 3, 2016. The final submission needs to arrive electronically (in Word, evidence can be in pdf format) 30 days prior to the meeting date chosen, with one hardcopy to follow. Accompanying the hardcopy must be the College's payment for the substantive change fee. The current fee schedule is on the ACCJC website and do let the office know if the College needs an invoice first.

Please let me know which date will work best.

I look forward to working with you,

Susan

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Susan B. Clifford, Ed.D.
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From: Eric Bérubé [mailto:EBerube@taftcollege.edu]
Sent: Monday, July 20, 2015 12:53 PM
To: Susan Clifford
Cc: Mark Williams; Brandy Young; Vicki Jacobi; Danielle Vohnout
Subject: step 1 for distance learning

Hi Susan,

Attached is another "Step 1" substantive change form, this time for distance learning. Please let me know if you need more information.

Thanks,

Eric Bérubé
Coordinator of Institutional Assessment, Research and Planning
Accreditation Liaison Officer
Tel: (661) 763-7944

TAFT COLLEGE
Institutional Assessment, Research & Planning

"And he who is versed in the science of numbers can tell of the regions of weight and measure, but he cannot conduct you thither." Kahlil Gibran