

# Approval of Date for March 2004 COA Meeting

## Professional Services Division

January 14, 2004

### Overview

When the schedule of meetings for the 03-04 year was adopted last Spring, a meeting was not scheduled for the month of March, since it did not appear that there would be necessary COA business at that time. Given the Commission's request for increased involvement of the COA in the review of accreditation policies and procedures, and in consultation with the co-chairs, a March meeting is requested. Staff sent information about a proposed meeting on March 18 to the COA in December. Most replied that the date was fine. Two indicated that they would be unable to attend on that date and one had a conflict that could probably be changed. Alternate dates were requested for March 15-26. The only date that was consistently named as an alternate was March 25, which is the Commission meeting date. There was no clear indication of availability on any other date.

### Staff Recommendation

Staff recommends that the Committee on Accreditation adopt March 18 as the date for the March 2004 meeting.