



MSCHE Periodic Review Report Process
Executive and Steering Committees
2250 Las Américas Ave. Suite 568
Ponce, PR 00717-0999

TO : **MSCHE PRR STEERING COMMITTEE MEMBERS**

Executive Board: Dr. Jaime Santiago Canet, Chair; Prof. Shirley Santiago-Jiménez, Secretary; Prof. Carmen J. Acosta, Accreditation Officer; Prof. Damaris Rosado; Dr. Gilbert Toro-Ventura; Prof. Gaspar Torres; Prof. Myriam López; Prof. Carmen L Velázquez; The Honorable Rafael Hernández Colón, Esq., Board of Trustees Representative; José A. Negrón, Student Representative; Prof. Carl Sauder, VPAA; and Dr. Juan Quintana, AVPAA **Task Group Chairs:** Atty. Juan D. Vilaró; Prof. Juan Román; Prof. Vivianne Asad; Atty. Robert García, Dr. Hernán Vera; Prof. Marisol López; Atty. Olga Soler; Dr. José Rivera; Prof. Carmen González; Dr. Otto Sievens; Prof. Ada Junco; Dr. Shirley González; Dr. Cirilo Toro; and Dr. Annie Montero

DATE: **November 5, 2007**

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| <input type="checkbox"/> Take action | <input type="checkbox"/> Sign and return |
| <input checked="" type="checkbox"/> For Your Information | <input checked="" type="checkbox"/> Keep |
| <input type="checkbox"/> Contact me regarding this | <input type="checkbox"/> For your approval |
| <input type="checkbox"/> Per your request | <input type="checkbox"/> Return with recommendations |
| <input type="checkbox"/> For your consideration | <input type="checkbox"/> Other |
| <input type="checkbox"/> For your files | |

CONVOCATION FOR SECOND MEETING

The Steering Committee of the Pontifical Catholic University-Ponce Campus for the Middle States Council on Higher Education Periodic Review Report (MSCHE-PRR) Process will hold its second meeting on **Tuesday, November 13, 2007 at 2:30 P.M. in AE 320B.** The proposed agenda for the meeting is as follows:

- I. Invocation
- II. Call to Order
- III. Determination of Quorum
- IV. Approval of Minutes
- V. Reports
 - A. Documents
 - B. Office
 - C. WEB PAGE (CCI –Personnel)
 - D. Task Group Report Format
- VI. Reports from Task Group Chairs
 - A. Reorganization of Committees
 - B. Appointment of Student Representatives
 - C. Work Schedule
- VII. Pending Business
- VIII. New Business
- IX. Next Meeting
- X. Adjourn

Please make all the necessary arrangements to attend. If you have any questions, do not hesitate to contact me via e-mail at ssantiago@email.pucpr.edu or telephone at 841-2000 ext. 1689. On behalf of the Chair of the MSCHE-PRR Process, Dr. Jaime Santiago Canet, it will be a pleasure to greet you all personally on November 13.

Shirley Santiago-Jimenez
MSCHE-PRR Secretary