

July 17, 2017

Mr. Ron Galatolo, Chancellor
San Mateo Community College District
3401 CSM Drive
San Mateo, CA 94402

Dear Chancellor Galatolo:

The Commission has scheduled a Self-Evaluation Training for San Mateo Community College District which will be held on **Wednesday, September 27, 2017** at the **Hilton Oakland Airport, One Hegenberger Road, Oakland, CA 94621**. The training will begin at 8:30 a.m. and last through 4:00 p.m. A special room rate will be available until **August 27th, 2017**. To make a reservation at the Hilton Oakland Airport please follow the link below:

<http://www.hilton.com/en/hi/groups/personalized/O/OAKHIHH-ACC-20170926/index.jhtml>

The training will launch the colleges' self-evaluation process and is held for colleges whose Institutional Self-Evaluation Reports are due to the Commission in approximately two years. In multi-college districts, the district performs functions on behalf of the colleges that are subject to evaluation. Multi-college districts should send district leaders to the training who are responsible for the relevant portions of district functions related to accreditation. For this training, Cañada College, College of San Mateo, and Skyline College will join Hartnell College and Sierra College to share best practices and discuss ISER-related processes.

Please register these individuals by **August 11, 2017** by following the link below:

<https://www.eventbrite.com/e/accjc-institutional-self-evaluation-report-training-september-27-2017-tickets-35729099699>

The Commission will host a continental breakfast beginning at 8:00 a.m. and lunch will be provided for participants at 12:00 p.m.

If you have any questions, please contact me. I look forward to meeting the representatives from your institution.

Sincerely,



Stephanie Droker, Ed.D, Vice President

cc:

Dr. Jamillah Moore, President, Cañada College
Mr. Michael Claire, President, College of San Mateo
Dr. Regina Stanback Stroud, President, Skyline College

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