MEETING MINUTES
HLC STEERING COMMITTEE MEETING
THURSDAY, MARCH 20, 2008
ANNIE LAWS, EDWARDS ONE #6154


1. Announcements:
   a. Mary Breslin’s visit on May 28th and 29th: Mary is our HLC staff liaison; a template schedule will be designed with time for each team; through email, we can assign teams members/chairs to time slots.
   b. Annual Meeting in Chicago: no high orchestration for sessions; go where your interests are; be prepared to debrief when you return.

   a. Branding of student orientation leaders; mention of HLC by student body president at convocation; student public relations class getting out student message; checking deadlines for college publications; collecting UC publications for evidence room.
   b. News release about Accreditation/HLC community engagement survey was posted and distributed to media, the UC news site, and the e-currents newsletter.
   c. Need additional education/penetration, particularly for non-academic units; planning needed for spring: who needs to say what and where; identify gaps and set up short-order responses; spring letter from the Provost’s office.

3. Writing Team Reports
   a. Criterion Five:
      1. Presented results of engagement and outreach survey.
      2. 175 / 500 responded; many have been involved with UC for 10+ years.
      3. Team may go back to some of these respondents.
   b. Criterion Four:
      1. Team has started writing, importing many items, and making progress; Tina and Gigi working on separate areas concurrently.
      2. Tina and Gigi will meet with Ralph for a closer look.
      3. Highlighting great research.
   c. Criterion Three:
      2. Challenge of quantifying/evaluating good teaching.
      3. To what extent is quality teaching currently valued?
      4. How is the balance of teaching/research regarded at UC?
d. Criterion Two:
   1. How financial issues will be positioned.

e. Criterion One:
   1. Looking good. Making good progress.

4. Signaling for April meeting:
   a. Debrief of Chicago Annual Meeting: What did we learn?
      1. Half of next meeting focused around learning and observations from Chicago meeting.
   b. Expectations for May drafts.
      1. How we want drafts to come to us and how we want to process these. Drafts due Monday, June 9th.