

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

Attending: Simon Jorgenson, Larry Johnson, Dawn Fuller, Ralph Katerberg, Lee Mortimer, Laura Kretschmer, Cheryl Albrecht, John Bryan, Kristi Nelson, Peg Allensworth, Tina Whalen, Tom Cruse, Frank Russell

1. Announcements:
 - a. Mary Breslin's visit on May 28th and 29th: Mary is our HLC staff liason; 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.

2. Communications Update: Dawn Fuller. Showed UC movie.
 - 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:
 1. Version two of detailed outline completed. Working towards a balance of narrative/data.
 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.