

MEETING MINUTES
HLC STEERING COMMITTEE DEBRIEF WITH MARY BRESLIN
HLC STAFF LIASON
THURSDAY, MAY 29, 2008
VAN WORMER, ROOM 220

Attending: Gigi Escoe, Lee Mortimer, Cheryl Albrecht, Dawn Fuller, Ralph Katerberg, Mary Breslin, Larry Johnson, Peg Allensworth, Nelson Vincent, John Bryan, Tom Cruse, Simon Jorgenson, Tina Whalen, Tom Hadley.

Mary Breslin:

- Very pleased. Everyone appears to be on the right track.
- **Above all: Make the report evaluative, analytical, and evidence-based. The team comes to validate the report, and they can't validate a story.**
- Suggestion: Send complete reports as drafts and have the editors narrow it down. Don't worry about redundancy now.
- Make your case. Does it fit the purpose? Is it good enough?
- Do it for your own sake. Do it for you, not for us. Make it institutional.
- Work ahead, but don't submit something that is out of date. Supplement institutional snapshot with fall data in preparation for spring visit.
- Planning is very important: Where are you going to go tomorrow, and how are you going to get there? Evidence of planning is the foundation for "See you in ten years" rather than "See you in four years."
- UC/21 will be a big help.
- "People like you don't mess up. You're going to do very well."
- What has the student become that he or she wasn't before?

Peg Allensworth/Criterion Two: Preparing for the Future. We are in a good place. Less worry now. Organizational resources include all resources: technological/human/financial. How do we value our faculty and staff as a resource in preparing for the future?

Tina Whalen/Criterion Four: Acquisition, Discovery, and Application of Knowledge. Learned that faculty/staff development belongs in four. Some pieces we might like to have in both places—criteria two and four.

Ralph Katerberg: As CE, you don't have time to look at all links, etc. Report should stand on its own. Evidence that makes case is in report, and you can supplement it with appendices. But data etc. is in the report itself.

Team chair will come for a logistical visit, one or two months before the site visit. This happens after team chair has read and digested the team report. You may choose to send them a draft.

Chair will determine daily schedule for the site visit.