1. Status reports:

   - **Criterion Five**: Content issues have not changed. Need someone to go through and highlight needs related to references and links.

   - **Criterion Four**: On track. Significant change: the evolution of Gen Ed assessment is now an example of evidence. One challenge is faculty training/implementation of rubrics university-wide. This is an opportunity, and we have steps in place to improve.

   - **Criterion Three**: Trimming and cutting document. University-based review process is a strength. Challenge is building a university-wide culture of assessment and documentation. This is beginning to emerge.

   - **Criterion Two**: University still working to integrate academic planning, financial planning, and fundraising. We are moving in that direction. Let’s look at where we have been and how far we have come.

   - **Criterion One**: Working to cut and trim. Assume that anything cited in the chapter will be included in the resource room.

   - **Institutional Snapshot**: Lee Mortimer.

2. Next critical steps:

   - Firm deadline for chapter drafts: October 15\textsuperscript{th}. Final draft due January, 2009.

   - Integrate into one document with professional editing help and input from writing teams chairs.

   - Prepare executive summary. The primary discussion document for campus review and comment.

   - Release to campus community for comment and suggestions. Near the end of
fall quarter. Forums organized.

3. Visit by Cleveland State self-study chairs – Friday, October 17th.

4. Submitting materials for resource room:

   - Simon collects physical documents and receives electronic documents.
   - Resource room will be both material, virtual, and reflected on the web.
   - Nice to have supporting documents *early*.
   - For each criterion, documents linked using hypertexts with full citations.

* A late October, early November meeting will be arranged to review integrated draft.