

MEETING MINUTES
HLC STEERING COMMITTEE MEETING
THURSDAY, DECEMBER 6, 2007
ANNIE LAWS, EDWARDS ONE #6154

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

1. Web Page Update:

- Intent: full-disclosure
- Dawn Fuller, Public Information Officer,
Government Relations & University Communications

2. Writing Team Updates:

- Criterion One Update: assigned member duties; brainstorming data needs; is there information public regarding capital campaign?; not yet-but soon, winter quarter
- Criterion Two Update: too much information!; paring down; using UC/21 as a rhetorical framework; individuals will be assigned to data collection; question: how to manage overlap?; answer: we are not worrying about that now
- Criterion Three Update: planning face-to-face meetings with every program director on campus, asking them for existing data
- **Action: John and Laura will contact Kristi to learn more about undergraduate program review to integrate with their efforts**
- Criterion Four: have met once, annotated notes created and tasks divided; draft is starting; would like access to re-accreditation self-reports and schedules for entire university; team has a good, central Gen Ed story of assessment leading to improvement
- **Action: Kristi will email accreditation grid to Simon**
- **Action: Peg will give Simon access to academic priority blackboard site**
- **Action: Simon will put reports on HLC blackboard site**
- **Action: Simon will report dates of accreditation to Kristi**
- Criterion Five: don't have outline yet; creating a taxonomy of deep engagement and service, which connects to four other criterions; what to emphasize (focus) is a question

3. Upcoming HLC Events and Meetings

- Making a Difference in Student Learning: Assessment as a Core Strategy
February 6-8, 2008
Chicago, Illinois
- This might be of interest for criterion working on assessment
- Annual Meeting of the Higher Learning Commission
April 11-15, 2008
Chicago, Illinois
- There is budget money available to go to the conference

4. Preview of January 17 Steering Committee Meeting

- **Nelson and Dawn will highlight key items of communication plan**
- **Simon will have info on the “data dump:” an inventory of documents**
- **Ralph, Larry, and Simon will develop general HLC powerpoint**
- **Writing team co-chairs will prepare data needs and bring to meeting**
- **Larry and Simon will finalize Wright State presentation: what they did; how they did it; pitfalls**

Looking to February >

Outlines

Ohio State