

SUMMARY
HLC Self-Study Steering Committee
1-2pm—August 9th, 2005—School of Business 239

Present: Drs. Guy Farish, Stuart Hilwig, Barbara Medina, Teri McCartney, Edward Crowther, and Frank Novotny. Ms. Barbara Friese, Mr. Ken Marquez, Mr. Mike Nicholson, Mr. Bill Mansheim, and Ms Di Machado

- I. The ASC Mission Statement update was reviewed
 - a. Inclusion of statement on valuing diversity
 - b. After this inclusion, the second sentence was broken into two to enhance readability

- II. The Get on Board event was discussed at length. The following schedule was agreed on.
 - a. Provost Svaldi speaks for the first 15 minutes on campus leadership changes, budget, etc.
 - b. After Svaldi, the lights will be dimmed and the slide show of engineer/train photos will commence accompanied by train music. The Accreditation fliers will be passed out during this time.
 - c. Dr. Janice Denton will speak about assessment.
 - d. Dr. Farish will introduce the criterion committee chairs and give a brief synopsis of each committee's charge.
 - e. Dr. Hilwig (Faculty Senate President) will speak briefly about syllabi requirements and urge everyone to participate in the accreditation process.
 - f. Question and answer period, criterion chairs may field some questions.

- III. Next meeting will be scheduled during the second week of classes.