

SUMMARY
HLC Self-Study Steering Committee
October 17th, 2005—4-5pm—Student Union Building, Room 315

Present: Drs. Guy Farish, Ed Crowther, Barbara Medina, Georgia Grantham, David Svaldi, and Deb Blake. Mr. Mike Nicholson, Mrs. Di Machado, Ms. Barbara Friese, and Ms. Julie Waechter.

- I. Discussion of possible “Get back on track” event
 - a. Do we need a morale booster and refocusing effort after the leadership change?
 - b. Is it more work for people who are already overcommitted?
 - c. Is this just a party, or some type of conference or report?
 - d. The consensus of the Steering Committee was that we do not need this right now in terms of accreditation, but the E-team may want to continue discussions of the party idea.

- II. E-team encouraged reiterating the top priorities of the campus right now, including HLC reaccreditation as one of those priorities.
 - a. This would help keep the campus focused on HLC efforts.
 - b. We need to include the Classified Staff and Exempt Staff more in the process, reach out to those groups.

- III. Subcommittee chairs reminded that they should submit copies of their summaries/drafts to Guy Farish to be posted on the ASC HLC web site.
 - a. Steering committee members can review drafts on the web site as they’re posted.
 - b. Email notices will be sent out when new material is posted.

- IV. A suggestion of milestones or deadlines to subcommittees was suggested.
 - a. Some committees are falling behind.
 - b. Way to monitor progress other than reports from the chairs.

- V. Dr. Lee Halgren has agreed to attend HLC training to become a consultant-reviewer in April.
 - a. Will do a mock site visit for ASC in the fall to help us prepare for February 2007.

- VI. Julie Waechter presented an updated Writing Committee timeline.
 - a. Adjusted for committees falling behind.
 - b. Lists WC members responsible for each section.
 - c. Please send comments on draft sections to the appropriate WC members for that section.
 - d. WC will post dated versions of drafts to the website for review.

- VII. Next meeting we will do a detailed review of the Criterion 1 draft from the WC, please come prepared!

- VIII. Adjournment.