



HIGHER LEARNING COMMISSION COMMITTEE
Criterion Four: Acquisition, Discovery, and Application of Knowledge
18 February 2005 Meeting Minutes

Present: Denise Ehlen, Ed Erdmann, Elizabeth Hachten, Mary Beth Mackin, Elizabeth Ogunsola, Howard Ross (Chair), Rosemarie Schuette, Sandra Scott Duex, Sally Vogl-Bauer, and John Zbikowski.

Absent: Rex Hanger and Rick Witte.

1. Review Document/Data Collection and Report Development Progress

H. Ross proposed that the Committee meet once per week to discuss subcommittee status. He also distributed the draft report from the 4c subcommittee. All other subcommittees indicated that reports were progressing. H. Ross directed subcommittee members to submit drafts to E. Erdmann as soon as possible as the full Criterion 4 draft report should be completed in April.

S. Vogl-Bauer advised the Committee that the self-study data would be available in March (in D2L) and recommended members review reports for potential evidence to support Criterion 4.

The group discussed report format. E. Erdmann encouraged authors to insert a short introductory paragraph for each piece of evidence presented.

2. Discussion of Criterion 4 Workshop

H. Ross advised the Committee that J. Stone would provide members with specific information (date, time, location, discussion format) regarding the Criterion 4 public forum to be held in late March. He will convene the Committee for a planning session in advance of the public forum.

Respectfully submitted,
Denise Ehlen