

HIGHER LEARNING COMMISSION

Steering Committee

Minutes

October 24, 2005

The October 24, 2005, meeting of the Higher Learning Commission Steering Committee began at 3:30 p.m. Barb Monfils, Barbara Jones, Sara Kuhl, Howard Ross, David Wilder, and A.J. Paul were not present for the meeting.

John indicated that the time-line is off by about two weeks and also that there has been a decline in the feedback from the Steering Committee. It's a busy time of year for everyone. David Travis has taken over the preparation of the final draft phase to free up time for John to continue the editing of the drafts. John commended the subcommittees for their excellent job in gathering the evidence. The chairs put the evidence under six statements, which led to long, long chapters and a lot of redundancy (which isn't bad because some parts of one chapter could be used in other chapters). John has narrowed it to three or four evidence statements. The chairs are still very much involved with the rewriting process. Some of the appendices have been moved into the text.

David Travis reiterated John's compliments to the subcommittees. The writing committee, which consists of George Ferencz, Larry Schuetz, Barb Monfils, and David, has encountered a few problems such as consistency of terminology and voice issues.

A change request has been submitted to System, in a joint venture with the UW Colleges, to enable UW-Whitewater to offer on-line undergraduate degrees. The request has been sent to other campuses, with feedback due between November 4 and the 18th. If approved, it means there will be an additional chapter added to the self-study which focuses on UW-W being able to offer these on-line undergraduate degrees. James Bronson is heading up this committee and has already finished a draft of the chapter.

Two of the three external reviewers that John has contacted have agreed to review the final copy.

The revised timeline:

- November 2: Any feedback for Chapter 5
- November 23: Near final draft available for final review and also put on-line for the campus to review and give feedback
- December 9: Feedback regarding things that should be changed
- December 12: Summary of all feedback
- December 19: Final Copy
- December 23: Take to printer

There will be a series of three lunch hour workshops which will focus on the Higher Learning Commission Self-Study, which are aimed at developing awareness of the process and site visit, as well as just having some fun with it.

The winners of the *Know Your Campus* competition were Sally and Chen..