

HIGHER LEARNING COMMISSION

Steering Committee

Minutes

December 12, 2005

The December 12, 2005, meeting of the Higher Learning Commission Steering Committee began at 3:30 p.m. Sara Kuhl and Howard Ross were not present for the meeting.

This meeting will be one of the last for the Steering Committee as the final report is in sight. There may be one more meeting before the visit and then another after.

The third workshop, in the series of three, will be held on December 13th. This workshop will be used to gather feedback on Chapters 4 and 5 of the self-study. Attendance at the previous two workshops was very good.

John presented an overview of the HLC website. Some of the reports available at the site include: Audit and Review Reports, Office Performance Reports, Accreditation Reports, Academic and Non-Academic Unit Self-Studies, and the 1996 Self-Study Report.

The art work is complete for the hard-copy of the self-study report. John passed around the sample that Photographics provided. Also, the University Bookstore will insert the bookmarks which promote the HLC site visit in all textbooks for the spring 2006 term. Posters, which also be used for promotion purposes, will be posted at strategic places across campus. The group was given a few posters to publicly and proudly displace in and around their offices.

Some of the members of the original eight-member site visit team had conflicts and so the final roster is not yet available. We should know the final list of members by the end of December. The final version of the self-study will be available by January 15th, 2006. There will be a CD version with links to supporting evidence.

John thanked all the members who provided feedback regarding the self-study, especially Randy Marnocha and Sally Vogl-Bauer. The campus was also able to provide feedback through the HLC website.

A draft of the self-study was also sent to three external reviewers and John received some very good feedback from them as well.

Work is almost completed on a short, five-to-seven page, chapter on offering on-line undergraduate degrees and the final, conclusion, chapter will be finished shortly.

The winners of the *Know Your Campus* competition were Dick Telfer, with a perfect score, and Ed Erdmann, a distant second.