

Meeting Minutes

HLC Executive Committee

June 24, 2008
CAS Conference Room
10 am until Noon

Attendance: Diane Dates-Casey, Margaret Newman, Shannon Dermer, Fernando Rayas, Beth Cada and Ann Vendrely (reporting)

1. HLC Criterion Subcommittees Template
 - a. Distributed a copy of a document created by Linda Buyer that mapped the content from the New GSU Fact Book and other data from Institutional Research against the HLC criteria. It appears to be a very helpful document for each of the subcommittees & will be distributed to them.
 - b. Reviewed the Evidence Template developed earlier and decided that should work as well.
2. Summer Meeting Schedule
 - a. Move to a monthly schedule for the executive committee
 - b. Encourage subcommittees to meet at least once this summer to begin collecting evidence
3. Other Items
 - a. Committee members would like the most recent list of members for the subcommittees (Lisa Hendrickson to distribute)
 - b. Discussed access to WebCT shells; some committees are ready to use the shells (can post the templates listed above)
 - c. Write a thank you letter to the presenters, Linda Samson and Sherilyn Poole for all their work on the subcommittee training sessions
4. Next Meeting, July 22nd, 10 am
 - a. Tentative meeting for August 19---but there is a conflict with Dean's retreat, so a new date will be selected.