

Higher Learning Commission (HLC)
Executive Committee
Meeting Minutes
January 27, 2009



Executive Committee:

x Eric Martin (co-chair)	x Ann Vendrely (co-chair)	x Beth Cada
___ Diane Dates-Casey	x Shannon Dermer	x Sandra Mayfield
x Margaret Neumann	x Fernando Rayas	

Guest: Bill Wilkinson

Staff Support:

x Jill Stanley

- Eric Martin convened the meeting at 10:00 a.m.
- Mission statement is easily accessed at website- "About GSU." Proposed to add link to *Strategy 2015*. Different strategies of disseminating mission statement discussed (at front of Web CT, on television scroll, bookmarks, etc.)
- Martin expressed how impressed and grateful for writing skills of Bill Wilkinson and Tom Houlihan. The writing timeline will not be sequential, but the chapters will reflect the criterion and one month will be allocated each chapter. The sequence will be 1, 2, 4, 5 and end with 3 – as Assessment is the most comprehensive.
- Beth Cada noted that President Maimon had requested of the Deans a report on what activities colleges are engaged in within community. These are very concise, meaty reports. Given that these were produced for a different purpose, permission to use "Community Trust meeting minutes" as evidence must be requested of President. Martin will bring up this issue at Provost Council.
- Discussion of exactly what should be available as evidence – major self studies, IBHE annual report, the catalog would be evidence of new programs, Fact Book (information compiled by Linda Buyer.) Writing group will be available to advise committees what evidence necessary.
- Assessment. Martin and Mayfield to attend HLC Assessment Workshop in Lisle, February 11 – 13th.
- Cada stated that it is key that the students be charged with getting the message out

- Fernando Rayas announced that with his graduation in June, his service on this committee coming to an end. As Mr. Rayas is held in the highest esteem of all committee members, his good news is bittersweet. Rayas will aide in identifying his replacement.
- Meeting adjourned at 11:40 a.m.