**HLC Steering Committee Meeting**

**August 28, 2013**

**12 Noon - Cache River Room**

Present: Lynita Cooksey, Julie Isaacson, Beverly Gilbert, John Pratte, D'Andre Anderson, Josie Welsh, Phillip Ladd, Russ Hannah, Thilla Sivakumaran, Jim Washam, Osa Amienyi, Lonnie Williams, Kathryn Jones, Cherisse Jones Branch and Chris Collins

Absent: Bill Smith, Mark Young

Dr Cooksey gave an update on the Self-Study Report to the committee. She indicated that edits are being made to the Introduction as well as other areas in the report. Russ Hannah made changes to Chapter Five.

Revisions are still being made to Shared Governance and Finance and Planning in Chapter Five. Lonnie Williams and Gina Hogue have been working on the Federal Compliance section and we are in the last stages of getting links in the document.

Need one or two pages at the end of “accomplishments and lessons learned”. Need a letter requesting accreditation. Consultation from team on doctoral degrees and see if we can get blanket approval.

Josie asked the committee to please read the self-study and make any suggestions on any evidence, corrections etc.

Julie commented on the report and the new criteria as well as things that were presented at the faculty conference.

Dr. Cooksey commented on the new things that the campus has accomplished in the past five years, such as, the new student union, five new sorority houses, new living centers for students, etc.

The report goes to the committee Tuesday and it will be put out on the web for everyone to see the final document. Then the planning begins for meetings, etc. for the team.

The team will probably visit with the deans, chairs, Kathryn Jones’ office, Josie, faculty, board members, and students, etc.

Dr. Cooksey thanked Russ Hannah, John Pratte and Lonnie Williams for their work with the report.

Josie indicated to the committee that if the team asks for something they want it now not tomorrow!

Lynita and Julie would like to meet with the SGA at one of their meetings to let the students know what is going on. She would like to meet at an early October meeting and she indicated to D'Andre that the team will probably want to meet with the SGA and students.

The dates for the accreditation team visit are October 28, 29, and 30. Dr. Cooksey asked that if anyone is available to pick up the team members from the airport, please make yourself available during this time and we will pay for the gas.

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There will be a reception for the team and those invited will be the Executive Council, Board member or two, Deans and Steering Committee. It will be for about 1 hour with heavy hors d'eourves.

We will use the cruiser to take the group back to the airport.

No private meetings with team at hotel!!!

Resource Room - Josie asked if the team has indicated what they want in the resource room.

Dr. Cooksey indicated that we will have someone from ITS who will be accessible to the team. We will make the room next to the 8th floor conference room in the Library available to the team and we can use some of the 6th floor rooms as well.

Criterion 5 - show us how you use data to improve operations – mascot.

Safe environment, child care, etc., family housing, parking garage, reserved parking,

The Apple Store, Chick-fil-a, Starbucks, Red Wolf Center, Beck Pride Center, increase in enrollment standards, all these things that have been accomplished on campus shows sustainability of the university even though we have gone through three chancellors and six new deans, etc.

Josie commented about the ASTATE logo - address this in the report and link to Scarborough.

Meeting adjourned 1:00 p.m.

Submitted by:

Chris Collins

Assistant to AVC for Academic Services