

To: Self Study Team Members
From: Dr. Linda Duttlinger Chair, Self Study Team
Date: May 5, 2009

Topic: Minutes for the Self study Team Meeting on May 1, 2009

Agenda is attached.

1. Accreditation and Satisfaction survey was sent to 214 full time faculty and staff. So far, 114 have been returned. The deadline has been extended until May 13.
2. Six PNC staff and faculty members attended the annual HLC meeting in Chicago in April. Each of those that went and were at the meeting gave a brief report. Phil Jankowski reported on the financial workshop he attended called Red Flags and Audits. The HLC is using a set of new ratios and that system was explained. Dave and Deb Pratt reported on the sessions they attended on Assessment and the poster presentation for the Academy. Linda reported on the presentations Karen Schmid attended for Consultant Evaluator training. She also talked about Cindy Roberts' presentation and her attendance on sessions about Engagement. Linda attended sessions by the HLC staff that talked more about the changes and legal aspects.
3. Linda went over a handout (attached) that showed the changes in the Compliance chapter of the Self Study. She has scheduled a meeting for the campus personnel involved with these changes.
4. Each of the Criteria Committees were told to prepare an outline of topics covered in their criteria, organized around the Core Components, to be sent to our HLC Liaison no later than May 15.
5. Linda outlined the goal to have the Committee memberships expanded and in place by October 1 to include membership from each of the four colleges, the three major faculty senate committees and other appropriate staff.
6. The next meeting will be held after Labor Day.
7. Each committee gave a brief report on their activities. There was, basically, no change in the work of these committees.