

To: Self Study Team Members
From: Dr. Linda Duttlinger
Chair, Self Study Team
Date: September 26, 2008

Topic: Minutes for Self Study team Meeting on **September 26, 2008**

- Agenda for the meeting is attached.
- Calendar for the Self Study Team is attached.
- Other material is available in hard copy form. Let me know if you would like a copy.

When all was said and done

1. When you come to the October meeting, please be ready to declare which Criteria or Chapter you are willing to work with. To determine this, read over the Criteria. We will be having seven committees. There will be one committee for each Criteria, and one to answer the Challenges from the 2001 Team and one to work on the Change of Status from BA/BS campus to Masters level campus.

2. By the end of the fall semester, each committee will bring back a “grocery list” of what material is needed or can’t be found or must be generated to meet the examples of evidence in the criteria or answer the questions in the challenges or the changes.

3. If you want to find the material from the HLC on- line.

www.ncahlc.org and on the left hand side of contents,
choose “Handbook of Accreditation” choose “Download”

If you wish to print out the most pertinent information,

Chapter 3 Criteria pg. 35 – 40 Criteria List

pg. 41 – 59 Expanded expectations

Chapter 7.2 Change of Status pg. 141 – 145

Chapter 8.2 Compliance Information pg. 159 – 162

(This is a chapter that I will write but here’s the information.)

4. We discussed financial resources too. If you find a situation where we need to make some financial commitments, bring that up at the October meeting. We can submit our needs to the administration and see if it can be incorporated into the next budget if we get it done by December. I will make a report on the following issues from a financial perspective at the next meeting – Office of Institutional research, new full time faculty positions, Library funding, and financial implications in Student Life.

At that point we adjourned! **Next meeting is Fri., Oct. 24, 1:00 to 2:00 TECH 109**

PURDUE NORTH CENTRAL

SELF STUDY TEAM

September 26, 2008

TECH 110

1:00

AGENDA

Please sign in for attendance.

1. Proposed schedule for HLC Self Study Team activities in 2008-09
(Updated since June, a list of months, dates and proposed activities)
2. Self Study Team member and the criteria and chapter topics.
Please give serious thought to which one is best for your talents and interests. (Additional handout provided)
3. Presentation of the Strategic Plan and its connection to the HLC Criteria.
(Handout provided)
4. Adjourn
5. Thanks for coming!

NEXT MEETING:

FRIDAY, OCTOBER 24 1:00 – 2:00 TECH 109

**PNC SELF STUDY TEAM
2008-09
PROPOSED ACTIVITIES**

September 26, 2008 1:00-2:00 TECH 109

- Monthly meeting
- Present information on the Criteria and other chapter groupings
- Plan for the academic year 2009 -2010
- Connection with the Strategic Plan

October 24, 2008 1:00 – 2:00 TECH 109

- Monthly meeting
- Organize by Criteria and chapters for committee work
- Discuss when to request the HLC Visit (yes, we get to request the best dates)

November 21, 2008 1:00 – 2:00 TECH 109

- Monthly meeting
- Report from Criteria and Chapter Committees

December 12, 2008 1:00 – 2:00 TECH 109

- Monthly meeting
- *What do we need to find or do or generate for each Criteria or chapter?*
- Discussion on who can attend the HLC annual meeting - April 18 – 21, 2009

January 2009

- Monthly meeting
- Review of the HLC Satisfaction Survey given in Spring of 2007

February 2009

- Monthly meeting
- Final plans for HLC Satisfaction Survey

March 2009

- Monthly meeting
- Administration of the HLC Satisfaction Survey

April 2009

- Monthly meeting
- Report on the HLC Annual meeting held on April 18 - 21

May 2009

- Monthly meeting
- Plans for the summer

June 2009

- Monthly meeting
- Discussion of the results of the Satisfaction Survey
- Discussion on whether to meet in July or August or not to meet

July 2009

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August 2009 – July 2010

- Write the Self Study for the Visit in 2010 – 2011
- Form the writing teams
- Form the Executive Committee