Danville Area Community College

HLC Self-Study Steering Committee Meeting

September 24, 2008
Laura Lee Room, 2:30 PM

I. Members present: Dave Kietzmann, Dr. Alice Jacobs, Martha Kay, Janet Redenbaugh, Penny McConnell, Glenda Boling, Wendy Brown, Nancy Boesdorfer, Eric Simonson, Belinda Dalton-Russell, Maggie Hoover. Absent were: Gail Morrison, Stacy Ehmen, and Jane Brown.

II. Minutes from September 10th were reviewed and approved.

III. Penny reported that the Criterion 1 and 4 portions of the final draft were finished. Janet said Criterion 2 was done but needed another reader. The DACC Advisory Committee minutes were in the Office of Instruction and the list needs updated with the remainder of this year. Belinda reported that the Institutional Change draft had gone to Maggie along with the Operational Assessment 2006-10 Plan to put in the resource room. Nancy will send the updated Follow-Up Committee draft after getting some more information. Glenda has the current list of items for the resource room. Wendy reported that Criterion 5 was done except for just a few more things to edit.

Dave shared that the teams have done a good job and turned in lots of material. But there is a lot of overlap of information for the final draft making it over 300 pages. A small group including the leadership team will bring it down to approximately 200 pages. Teams will be informed of the changes. The Steering Committee will not need to meet again unless needed. If so, an Email notice will be sent.

VII. Adjournment 3:15 pm