

**MINUTES
HIGHER LEARNING COMMISSION SELF-STUDY STEERING COMMITTEE**

Room 235 Danley Hall
September 30, 2009
2:30 p.m.

A meeting of the Steering Committee for the Higher Learning Commission of the North Central Association Self-Study was held September 30, 2009, in Room 235, Danley Hall, at 2:30 p.m.

Members present:

Carlotta Lockmiller, Chair	Debbie Allen	Robert Castleberry
Dan Denny	Amy Ford	Joanna Harris-Young
Adrianna Lancaster	Buffy Lovelis	Shirley Mixon, Asst. Coordinator
Teresa Rothrock	Marilyn Schwarz	Rahmona Thompson
Brenda Walling	Bronson Warren	Doug Weirick

Members absent:

Duane C. Anderson	Scott Barton	Becky Isaacs
C.J. Vires		

Ex-Officio Members present:

Holly Sewell, Recorder

Dr. Carlotta Lockmiller called the meeting to order at 2:30 pm.

I. Welcome

Dr. Lockmiller welcomed everyone to the meeting.

II. Discussion of Goals for the Self Study

The committee shared and discussed possible goals for the self study. The possibility of having selected degree programs totally online was raised. Dr. Lockmiller informed the committee that a separate chapter known as a change request would have to be added to the self study because ECU is not currently approved to offer totally online programs.

III. Formal Motions for Goals for the Self Study

Dr. Dan Denny made a motion to accept the four goals as submitted by the committee. Dr. Brenda Walling seconded the motion. The motion carried.

1. Secure Higher Learning Commission approval to offer selected degree programs online.
2. Demonstrate East Central University's sustainability in our community, region and state.
3. Foster transparency among university constituencies.
4. Receive re-accreditation for ten years.

IV. The Timeline for the Self Study

Dr. Lockmiller reviewed the proposed timeline for the self study from the information packet distributed at the first meeting. She informed the committee their work will be done by April 2011. The final draft of the self study will be complete by June 2011 and go to the printer July 1. In the fall of 2011, the task will be to get the campus ready for the arrival of the self study team.

V. A Proposed Outline...A Work in Progress

Dr. Lockmiller reviewed the Table of Contents/Outline for the self study. The only change to this outline will be the addition of a separate chapter dealing with our change request for online expansion. Dr. Lockmiller has distributed generalized outlines to team leaders for each criterion chapter. The committees will take this outline and provide supporting evidence from collected data. At the end of each chapter there should be a summary of strengths and challenges of the university.

VI. Next Meeting

The next meeting of the steering committee will be Wednesday, October 7 at 2:30 pm, in 235 Danley Hall.

VII. Adjourn

The meeting was adjourned at 3:40 pm.

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Carlotta Lockmiller,

Date