



MIDDLE STATES STEERING COMMITTEE

May 29, 2012

FOB Conference Room 9:30 a.m.

Present: J.D. Delong (via Skype), Patty Todd, Karen Spellacy, Terry Waldruff, Sarah Todd, Sue Law, William Barnes, Brandon Baldwin; Dave Norenberg, Mark Howlett, Feng Hong, Mary O'Horo-Loomis, Bruce Alexander

Absent: Carli Schiffner, Christa Kelson

Adjourned: 10:15 am

The Committee met to review the results on the mock self-study review.

J.D. has broken down the comments made by the mock review team into three categories.

1. Column 1 is Self-study Improvements which are owned by J.D. and he will address or already has addressed.
2. Column 2 is Operational Improvements which are owned by various units/constituencies at the College.
3. Column 3 is Operational Elements that need to be added to the Self-study and are owned by J.D. and the Steering committee.

The Committee reviewed each comment and determined the appropriate action. Each comment was either assigned to committee member for review and resolution or some were dismissed as inappropriate/not applicable for the self-study.

Some standards such as Standard Three, Institutional Resources, will require further discussion with that area's Vice President. Standard 5 will need a completed organizational chart with updated CVs and resumes updated which should bring it into compliance with that standard. The Committee agreed that Stacey Basford could be the point person for getting the CVs and resumes. J.D. will contact her.

The Committee will meet again next week on 6/7/12 at 10:00 am in FOB 620 to complete the review.