

SUMMARY  
HLC Self-Study Steering Committee  
March 22<sup>nd</sup>, 2005—3-5pm—Luther Bean Museum

Present: Drs. David Svaldi, Guy Farish, Teri McCartney, Carol Guerrero-Murphy, Barbara Medina, and Frank Sanchez. Mr. Mike Nicholson, Mrs. Dianne Machado, Mr. Gary Jones, Ms. Barb Friese, and Mr. Paul Tigan.

- I. The summary from the March 8<sup>th</sup> meeting was approved without discussion.
- II. HLC Conference, April 8<sup>th</sup> –12<sup>th</sup>
  - a. Travel arrangements all set for the trip.
  - b. The van for Denver will depart at noon on the 8<sup>th</sup>
- III. Accreditation Theme Contest
  - a. The committee reviewed the contest entries submitted over the last few weeks.
    - i. After much discussion, it was decided that Alberta Coolbaugh and Karie Young would share the first & second prizes for their common creations regarding “All Aboard” and trains.
      1. They will split the \$100 Bookstore gift certificate and the \$50 Trujillo’s Gift Certificate
    - ii. Linda Pacheco-Demski was awarded third place for her “Grin and Bear It” Theme.
- IV. Mission Statement and Institutional Goals
  - a. Open Forum was held the Thursday before Spring Break
    - i. About 4 people showed up.
    - ii. Some concerns about the word respond in bullet #7. Engage? Celebrate?
    - iii. “Enhancing Organizational Effectiveness” didn’t seem to fit as an end goal. Perhaps a means to an end?
    - iv. Add “Cultural” to “Stimulate Economic Development...”?
    - v. Suggested that the goals should be posted and published extensively, perhaps in syllabi?
    - vi. No questions regarding mission statement, or order of institutional goals
  - b. Steering Committee Discussion regarding campus suggestions
    - i. Frank Sanchez requested that “Cultivate a high-quality, student centered environment” be moved to the top of the list.
      1. Academic excellence is a universal claim, and moving our student concerns to the top would set us apart from other institutions.
    - ii. Third Bullet—“Enhance Organizational Effectiveness”
      1. Some concern about its appropriateness as a top-level goal—committee agreed, however, that it can be universally applied and important as a top-level goal.
      2. Suggestions for wording:
        - a. “Continuously improve” rather than “Enhance”
        - b. “Institutional” rather than “organizational”
      3. Addition concerns regarding management-ese of the phrase. Too cliché to be taken seriously?
      4. Final Phrasing: “Continuously improve organizational effectiveness”



- a. The preliminary structure of the website for the HLC self study is accessible on the web at this address: [test2.adams.edu/hlc](http://test2.adams.edu/hlc)
- b. Please visit this site and brainstorm suggestions for content and usefulness.
- c. Usefulness is the key. Please email suggestions to Paul Tigan, who is currently overseeing the web presence.

VIII. Other Concerns

- a. Dr. Svaldi shared concern that we may be reaching the point of “idea overload”
  - i. We need to remain focused and deliberate when asking faculty/staff to take on new projects and responsibilities.
  - ii. We need to brainstorm ways of keeping interest and preventing burnout.
- b. Writing Process
  - i. Criteria Chairs should be outlining their chapters before summer.
  - ii. What documents will you need when it comes time to write your chapter? Where will they come from?

IX. Adjournment