Members present: Doris Macdonald (chair), Brianno Coller, Marc Falkoff, William Goldenberg, Mary Elaine Koren, Murali Krishnamurthi, Lara Luetkehans, Kristen Myers, Elizabeth Towell.

Members absent: Laura Vazquez.

Ex officio present: Virginia Cassidy, Carolinda Douglass, Dan House, Donna Lynn, Jeff Reynolds, Sherrill Morris.

1. Meeting began with an introduction of new members Lara Luetkehans and Sherrill Morris and a “welcome back” to Virginia Cassidy who will be serving on special assignment.

2. The official site visit dates are March 3-5, 2014. The team will arrive on the night of March 2, 2014. The Steering Committee members were asked to arrange to be available during the visit.

3. Douglass gave an update on issues related to Federal Compliance and Federal Credit Hour Policy.


5. Douglass asked the Steering Committee to think about individuals to help with the Resource Room and with promoting the site visit to the campus community.

6. Discussion about the importance of keeping the subcommittee members engaged throughout process.

7. Macdonald announced that the next Steering Committee meeting will be September 28, 2012 and gave the committee instructions.

8. Meeting was adjourned at 2:40 pm.