Members present: Doris Macdonald (chair), Marc Falkoff, William Goldenberg, Mary Elaine Koren, Murali Krishnamurthi, Kristen Myers, Carol Patitu, Elizabeth Towell, Laura Vazquez.

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

Members absent: Brianno Coller.

Guest: Promod Vohra.

1. Macdonald welcomed Promod Vohra, Dean, College of Engineering and Engineering Technology and thanked him and Beth Towell (HLC Steering Committee member), Associate Dean for Undergraduate Academic Affairs, College of Business for being willing to speak at the meeting. Vohra and Towell are site visitors for the HLC and will provide insight into the accreditation process for the Steering Committee.

2. Macdonald asked if there were comments regarding the February minutes, there were none. She announced taping of meeting.

3. Macdonald provided update on Mission Statement (Macdonald) and on webpage development

4. Macdonald stated that student volunteers are on most committees. Steering Committee members were asked to direct any students that may be excited about serving on a subcommittee to Macdonald.

5. Reflections from HLC site visitors (Vohra and Towell): Macdonald introduced Vohra and indicated that he and Towell would talk about the expectations of site visit team once they have received the self-study report from NIU, during the site visit, and after the site visit. He indicated a number of important points to consider and some areas of concern. Vohra reminded the committee that it is charged with providing evidence and acknowledging the areas where NIU needs to work (no institution is perfect). Vohra entertained questions and said he is available to the Steering Committee for questions at any point in the process.

6. Towell spoke next about her experience as an HLC site visit team member. Her comments focused on procedure: the site visit team will have read the report before arriving, the chair will have worked out an agenda with the team, and the labor will have been divided between team members. Towell stated that the most important thing is for there to be no surprises when the team arrives on campus. The report should be as honest as possible without being overly critical, because we have a lot of good things we can talk about. The site visit team is making sure that what the report says are the issues and concerns are the true issues and concerns.

7. Towell and Vohra entertained further questions.

8. Steering Committee members gave reports from their subcommittee meetings. Dan House also provided information about use of the Data Book and other resources from IR.


10. Meeting was adjourned at 3:09 pm.