

Minutes
Accreditation Project Leadership Team Meeting
May 1, 2006

Present: Deb Wilke; Janna Oakes, Barbara Borow-Stephens and Bob Moore

- The team debriefed its meeting with Executive Team and Learning Leadership earlier this same day:
 - The meeting was called to discuss the draft of the Self-Study Report being reviewed by members of Executive Team (E.T.) and Learning Leadership (L.L.)
 - Because of time constraints on E.T. and L.L., Bob and Barbara left the meeting after about 35 minutes of Self-Study Report and process-related discussion.
 - Deb and Janna (E.T. and L.L. members) remained for additional discussion.
 - The members of E.T. and L.L. agreed to combine into focus groups designated by Self-Study Report chapters.
 - Deb will facilitate the Chapters One, Two and Three focus groups.
 - Janna will facilitate the Chapters Six and Eight focus groups.
 - Bob will facilitate the Chapters Four, Five and Seven focus groups.
 - Bob and Janna will co-facilitate The Chapter Nine focus group.
 - Each focus group member will retain his or her annotated focus chapter or chapters for use in the group discussions.
 - All reviewers will forward all other chapters, containing editorial notations, to Bob no later than 4:00 P.M., May 5th.
 - Bob will assimilate individual and focus-group input into the next draft for dissemination to the campus community.

- The team discussed the agenda for the upcoming steering committee meeting and a possible schedule for summer steering committee meetings.