

Self-Study Steering Committee Minutes  
October 12, 2006  
Old Main 208

Present: Sentwali Bakari, Klaus Bartshcat, Jean Berger, John Burney, Tom Delahunt, Rhea Ann Frost, Lisa Lacher, Paul Morris, Jim Romig, Raylene Rospond, Ron Troyer Sue Wright

1. **HLC Liaison Visit:** Chapter 2 from the Missouri State University Self-Study report was distributed. It was discussed as an example of a report format that we might consider.
2. **Drake's Written Report:**  
Sue handed out a modified format for the Drake report. Discussion raised a number of issues and questions:
  - A. Do we want to combine Chapters 3-6
  - B. We should have a separate chapter for each criterion.
  - C. Should the criteria come first.
  - D. The possibility of using the five themes that emerged from the Summer 2006 retreat (instead of HLC's Cross-cutting themes) to structure the report was discussed. It was suggested that if we do so, then a theme of "community decision making" should be added.
  - E. The need to be succinct was emphasized.

A new draft table of contents for the report will be prepared for the next meeting.

3. **Mission and Communication:** John Burney noted that Criterion 3 has been concerned that there is not wide-spread knowledge of the mission statement. They suggested that we each month a couple of phrases from the Mission Statement be emphasized.

This generated an extensive discussion of how to improve communication about and knowledge of the mission statement. Among the suggestions were:

- A. Make the Mission Statement available as a screensaver, and request that it be used.
- B. Post the Mission Statement inside bathroom stalls
- C. Need to increase awareness outside of academics
- D. Need to raise awareness of ANAC and its relationship to the Mission
- E. Use *Blue* as a way to increase awareness. David Maxwell, Raylene Rospond, Brooke Benschoter, and Lisa Lacher will discuss how to use *Blue* to raise awareness.