

**MEETING MINUTES**  
**HLC STEERING COMMITTEE**  
**MISSOURI STATE UNIVERSITY**  
**April 28, 2015**

**Present**

James Baker	Rob Hornberger
William Cheek	Tamera Jahnke
Lynn Cline	Etta Madden
Ashley Crisafulli	Elizabeth Rozell
Thomas Dicke	Don Simpson
Caleb Doyle	Colette Witkowski
Steve Foucart	

The February 24, 2015 minutes were approved with no changes.

**Assurance System Review**

An assortment of beneficial feedback has been received from those who have reviewed the assurance argument and evidence files. All suggestions are being reviewed and an updated draft will be posted. The committee was asked to schedule one additional week to review the new document in May or June. Please contact [SherryJJones@MissouriState.edu](mailto:SherryJJones@MissouriState.edu).

**Executive Summary**

The committee agreed that both printed and electronic copies of the executive summary should be distributed. They should include the strengths and concerns in addition to a summary of each section.

**Student Survey**

The student survey has been circulated. There were over 800 responses the first week and it has been sent again anticipating as many responses.

**HLC Annual Meeting**

Members shared what they learned and information assimilated at the annual meeting was shared with Administrative Council and Academic Leadership Council.

**Meetings over the Summer**

The following meeting dates are scheduled 2:00 – 3:00 p.m. in Carrington 203:

June 23  
July 7  
July 21  
August 18