

HIGHER LEARNING COMMISSION
Meeting Minutes
Criterion 4
EXECUTIVE OFFICER'S PLANNING SESSION

Date: 8/18/08 1:30 p.m.

Attending:

Dianna O'Connell (co-chair) P

Donna Chambers (co-chair) P

Christian Morgan (vice-chair) P

Larry Birdwell _____

Beverly Williams _____

Damaris Haney _____

Malinda Browning _____

Tammy Kasterkee _____

Mary Higgins _____

TOPIC	DISCUSSION	DECISION
Goal for meeting	Criterion four meeting of the Co and Vice Chairs was called to review data sent by Pam and Jessica. The major goal of the meeting was to develop a plan and agenda for the Criterion meeting to take place next Thursday.	In an attempt to develop a strategy for addressing the comments and concerns reported by Pam and Jessica, it became apparent the criterion 4 executive committee was confused and unable to agree on the meaning of the notes and comments. It was decided by the committee to contact Pam and she agreed to meet with Dianna and Donna.
Pam Koenig clarification of document	The meeting was moved to Pam's office where she actively listened to our concerns and frustrations.	She agreed to meet with Jessica and would get back to the committee in an effort to clear our confusion.
Next meeting date	In an attempt to continue moving at a rapid and efficient pace the executive committee agreed the meeting time should be soon.	Thursday 8/21/08 2 p.m. Scott 101 with entire Criterion 4 committee. Pam and Jessica were both invited to attend as well. Jessica declined due to a conflict and Pam agreed to manipulate her calendar to be able to attend.