

Northwest Iowa Community College **PEAQ Self-Study**  
Program to **E**valuate and **A**dvance **Q**uality

Higher Learning Commission – Commission of the North Central Association of Colleges & Schools  
Leadership Team Meeting – January 28, 2014

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<i>Present:</i>	Gretchen Bartelson	John Hartog	Jan Snyder
	Sandy Bruns	Kathi Knobloch	Alethea Stubbe
	Mark Brown	Kristin Kollbaum	Mark Trego
	Frank DeMilia	Mike Oldenkamp	Sheila Van Engen
	Molly Galm	Mariah Oliver	Steve Waldstein
	Stephen Gibbons	Rhonda Pennings	
	Sue Grapevine	Lori Richards	

<i>Absent:</i>	Sarah Breems-Diekevers	Sheila Drenkow	Beth Frankenstein
	Nancy Filkens	Beth Sibenaller-Woodall	

1. Team updates

*Criterion I* – The Team has submitted all their information, the writers reviewed it, and the Team made changes and resubmitted the information. The writers are working on the first draft.

*Criterion II* – All of the information has been submitted and reviewed. The first draft is to the Executive Council for review.

*Criterion III* – The information has been submitted and the team leaders are reviewing the information with the writers.

*Criterion IV* – This team is split in three sections. One section has all their information submitted; another team needs to type some of the information and will submit that soon; the last section has submitted their information.

*Criterion V* – The team leaders have submitted all the information and met with Mariah. Changes will be given back to Mariah by this Friday.

2. Self-Study Timeline

The timeline has not changed. All of the information is due to Lori Richards by June 2 to do the design work. The complete report is due to the HLC on August 6. The visit from the HLC will be October 6-8.

3. Compliance Committee

The Compliance Committee has been meeting. They are gathering and writing the Compliance section for the final report.

4. Writing

Mariah and Gretchen both write a section and then the other one proofs it. After that Executive Council will review the section and then it will be returned to the

Team Leaders. The History section and Criterion II are both written and Executive Council will be reviewing those. Currently criterion I and III are being written.

5. 2014 HLC Conference

The 2014 HLC Conference will be April 12-14 in Chicago. Twelve people are planning to attend.

6. Next meeting

Tuesday, March 25 at 3:30 p.m. in room A122