

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 – April 16, 2014

<i>Present:</i>	Gretchen Bartelson Sandy Bruns Mark Brown Beth Frankenstein Molly Galm Stephen Gibbons	Sue Grapevine John Hartog Kathi Knobloch Kristin Kollbaum Mariah Oliver Rhonda Pennings	Lori Richards Beth Sibenaller-Woodall Jan Snyder Alethea Stubbe Sheila Van Engen Steve Waldstein
<i>Absent:</i>	Sarah Breems-Diekevers Frank DeMilia	Sheila Drenkow Nancy Filkens	Mike Oldenkamp Mark Trego

1. Self-Study Timeline

The timeline was emailed to everyone prior to the meeting. A couple modifications to the timeline include:

June 1 - 15, 2014:	Final proof to Sarah Breems-Diekevers and Nancy Filkens
June 15 – July 15, 2014:	Information due to Lori Richards to design
August 20, 2014:	Executive Summary for employees ready

Details of the visit and staff involvement will be part of the conversation at the fall All-College meeting.

2. HLC Visiting Team

The HLC Visiting Team will be on campus October 6-8, 2014. The names of those four members have been given to Alethea.

3. Report from Writers

The History section and Criterion 1, 2, and 3 have been discussed at Executive Council. Criterion 4 has also been looked at by Executive Council and those changes are being made. Criterion 5 needs to be written yet. Gretchen and Mariah are contacting individuals as they need more information.

4. 2014 HLC Conference

Twelve people attended the HLC Conference on April 12-14 in Chicago. Everyone shared what they learned. One **big change** in process will be the administration of an on-line **Student Survey** which will be completed before the visit. We will get instructions for administering the survey this Spring.

5. Newsletter

Jan will send out another newsletter updating the campus community before the semester is finished.

6. Next meeting

Tuesday, July 8 at 9:30 a.m. in room A122