Agenda – HLC Steering Committee Meeting
Tuesday, July 28, 10:15 a.m.

1. General Announcements
   - please make sure your calendars are up to date so fall meetings can be scheduled
   - LTE interviews in progress

2. Project Management (Carothers)
   *Goal:* Ensure clear communication of deadlines.

3. QA Narrative (Romesburg)
   *Goal:* Communicate expectations
   - first draft due July 31 (Team 2 example)
   - Executive Committee will review and provide feedback in August

4. Federal Compliance update (Drake)
   *Goal:* Maintain communication between Steering Committee and sub-committees

5. QI Update (Barraclough)
   *Goal:* Keep committee apprised of progress

6. Communications (Romesburg/Klavins/Parkins)
   *Goal:* Plan for campus outreach
   - If you have presented to a specific group in the past, contact them soon (now) to get on their fall agendas

7. HLC Assessment Workshop (Daniels/Klavins)
   *Goal:* Share outcomes of participation in assessment workshop

8. Identifying risks
   *Goal:* Communicate concerns.

9. Next meeting
   TBD

Actions to be taken

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