Minutes
MSCHE Steering Committee
November 10, 2015

Attendees: Lucy Holman, Paul Walsh, Anita Harwood, Ed Gibson, Cheryl Wilson, Shelia Burkhalter, Tigi Mersha, Magui Cardona, Joseph Wood, Catherine Andersen

1. Approval of October minutes (see attached)
   o Minutes approved
2. New evidence on IR website
   o Delaware study will be on the IR website shortly
3. Institutional Effectiveness Plan for Administrative Units
   o Meet with UBSS to inform them about the plan on November 9th
   o Darlene Smith and Catherine Andersen will be traveling to Mt. St. Mary’s on Nov 11th
4. Role of the Fundamental Elements
   o Document Map
5. MSCHE Updates – what are common concerns
   o Gen Ed
   o Relationship between planning, strategic plan and assessment
     1. Are we using money well for the academic mission?
6. Status Reports
   o Work Group 1
     1. First subgroup is progressing and should have first write up soon
     2. Murray Dalzil is meeting with Harry Schuckel on November 11th regarding financial questions
     3. Subgroup 2 is progressing as well and will be meeting with OTS next week
     4. Subgroup 3 is making progress as well
   o Work Group 2
   o Work Group 3
     1. Have begun to draft responses to the questions
     2. Subgroups have a deadline of December 15th to provide information to the main writers of each group.
   o Work Group 4
     1. All subgroups are making progress toward the deadline of Dec 15th.
7. How can we help?
Catherine Andersen will follow-up with Harry Schuckel as to how they would like request to A&F handled. Recommendation is that request should be funneled through Harry to then be delegated to his staff.

8. Other issues?

Thank you