Reports from Subcommittees:

- **Criterion 1**
  116 documents submitted, 94 have notations attached and 67 have been reviewed by subcommittee

- **Criterion 2**
  Doing well – materials have been distributed and several members have completed assigned work

- **Criterion 3**
  Meeting next week for two 1/2-day work sessions to try to wrap up the review of artifacts

- **Criterion 4**
  Doing well – there have been 2 rounds of artifact reviews with a deadline of April to complete

- **Criterion 5**
  All but 3 have reviewed initial “packs” of materials distributed

Discussions

- There were several comments stating that the artifact analysis coversheet is not helpful, but that the documents themselves do provide good evidence.
- Some artifacts address multiple criterions and this can be confusing. However, it may be necessary to combine materials.
- Use and storage of Program Review products and mission statements were discussed.
- Moving artifacts from Polk 320 and planning for site-team visit will be discussed in future meetings.
- Should the university’s Commitment to Green Principles be included as a special chapter in the self-study or should it be used as the theme for the entire self-study?

Future meeting topics

- Use of an extra chapter (i.e. Green Principles)
- Results of HLC of NCA annual conference
- Results of artifact review

Respectfully submitted,

Quin Sullivan