

The Higher Learning Commission - Steering Committee  
Meeting 1  
August 26, 2010 - 2:00 p.m.  
Office of Dr. Jim Yates, Self-Study Coordinator

Members of the steering committee present were:

Dr. Kathy Harrell, Vice President, Sallisaw Campus  
Leah McLaughlin, Vice President of Student Affairs  
Ramona Buckner, Chief Financial Officer  
Dr. Linda Pearson, Director, Radiologic Technology Program / Division Chair, Allied Health  
Kathy Quirk, Foundation Accountant / Scholarship Coordinator  
Bill Gann, Chair, Division of Business and Technology  
Steve Hughes, Instructor, Physical Science and Chemistry  
Michelle White, TRiO Director  
Kendall Repass, Director, Athletic Training Program  
Shery Scott-Smith, Retention Specialist, Student Support Services  
Marcus Blair, Director, Public Relations  
Michael Martin, Director of Information Technology  
Nina Ritchie, Assessment Specialist  
Julie Shubert, Administrative Assistant, Presidents Office

Non-members present were:

Dr. Brandon Webb, President  
Jean Ann Barlow, Executive Assistant to the President

The meeting was opened by Dr. Jim Yates, Vice President of Academic Affairs and Self-Study Coordinator, with a welcome and thank you to all present. Each person received a packet that included The Higher Learning Commission Handbook of Accreditation, an agenda and printed version of the slide show for the day's meeting. Dr. Yates then proceeded with the power point presentation during which he discussed the accreditation process, the five criteria, the goals of the self-study process, the self-study timeline, the exit report from November 2002, the A.I.D.U. report (Annual Institutional Data Update) and committee assignments. Questions were taken and closing remarks were made by Dr. Webb. The meeting was adjourned at 3:50 p.m.