1. Update on HLC self-study process - Joe Richards  
   "readers" of HLC draft chapters for GENERAL feedback

2. Library Faculty Advisory Committee (Sarah Cron)

3. Student Showcase – a few of the issues

4. New to CMU (August 13 - 14); Planning for lecturer night (late afternoon, August 15th); hosts for lunch with incoming students and their parents (August 12 and 19)

5. Visit with President Foster  
a. Honors programming in academic departments  
b. Draft- Instructors offered multi-year contracts  
c. Everspring

6. Course comparability – What was learned from the meeting with Early Scholars teachers?

7. Updates:  
a. Catalog updates due to AA  
b. Student Successes in State, Regional, and National Competitions  
c. Certifications  
d. Credit Hour Policy – suggested language: “An undergraduate student should expect to spend on this course a minimum of two hours outside the classroom for every hour in the classroom. More details are available from the faculty member or department office.”  
e. Technology update (Jeremy Brown)

8. Assessment of institutional student learning outcomes  
a. ETS' Proficiency Profile - requirement in a capstone course/culminating experience, etc.  
b. Thinking ahead to fall 2012 on program level outcomes

9. Program Review Cycle; External Reviewer Summary Form

10. Professional conduct

11. Teacher2Teacher: Ken Bain – August 9 (lunch at noon followed by afternoon session) - August 10 (8:30 - 11:30) – all sessions in UC 103 (Game Room)  
   - Need RSVP to attend – food, materials, logistics

12. Next meeting: August???