1. The committee met to review the draft focus area 3 section of the self study. Regarding the first section that concerns clarifying faculty roles and responsibilities, the following areas were discussed.

   a. It was mentioned that a hot link will be inserted to take the reader to the Faculty Handbook section on faculty roles. Words will also be added to explain how the Faculty Handbook was significantly changed in 2000-2001 and continues to be re-visited by faculty.
   b. Dr. Luther will review this entire section to see if there are any pertinent enhancements that could be added. In addition, the next Faculty Meeting is being run by the Faculty Senate and they will also include this self study development as a topic for discussion.
   c. Additional hot links in this section will be to Faculty Senate minutes and the rationale for the newly approved General Education.

2. The next section of this focus area was about academic quality and rigor. The following items were discussed in this section.

   a. Links will be included to take the reader to the curriculum committee minutes, program review pages and the Nichols Model Outcomes Assessment pages.
   b. A link will also be included to display the Faculty Self-Assessment Form with a few samples. Words will also be added to the document to discuss the form and its use.
   c. A chart displaying the # students on probation and suspension each semester and relate that to the beginning of the new admissions standards. A chart that displays SAT/ACT averages will also be added.
   d. The issue of rigor will be an additional topic added for discussion at the November 4th Faculty Meeting.

3. The section on General Education was the next item discussed. Links will be added to take the reader to the revised Desired Student Outcomes, the General Education rationale, as well as the Nichols Outcome Assessment pages.
4. In the section that discusses integrating Evening College into the University community the following areas of Evening College participation were mentioned to be added: Commencement, Honors Day, Senior Breakfast, Presidential Writing Award, and Humanities Tours. Amy Stumpf will check with the Activities Director about other possibilities. Words will also be added to describe the “one-stop-shopping” design in the new building that will also promote better integration. A last item discussed here was how the University listened to Evening College student’s opinions about having the programs on campus rather than at local off-sites.

5. The next area discussed was portfolio course development and the recognition of prior learning experiences. A link will be added to a portfolio course syllabus as well as the original proposal.

6. In the area of better integration of adjunct faculty into the life of the institution, Amy Stumpf will work on adjustments. In addition, links will be added to take the reader to the Adjunct Faculty Handbook as well as sample agendas for previous adjunct faculty workshops.

7. Tim Luther will work on the “Where do we go from here?” section.

8. The next meeting will be scheduled in mid-November.

9. The meeting was adjourned at 3:19 p.m.