Date: September 25, 2009

To: Middle States Steering Committee

From: Craig M. Wheeland, Ph.D,
Chair

Subject: Update for on Working Group on Education Offerings, General Education, and Related Educational Activities

I highlight below the work completed since May 2009.

The working group met for 90 minutes in May 14. C. Wheeland, Chair, and M. Hill, Vice Chair, provided an overview of project, reviewed the work schedule for 2009-2010 academic year, reviewed all study questions; and responded to questions and suggestions.

In June, members submitted their preferences for study questions they would like to work on. C. Wheeland and M. Hill met to assign at least two members to each study question. Each member has three study questions. The partners assigned to each question will lead the group discussion of that study question and prepare a draft response.

In August, C. Wheeland and M. Hill prepared a meeting schedule for the Fall 2009 semester. Five meetings are set on the following days: September 11, October 2, October 30, November 13, and December 4. They will take place in 210 SAC from 2:30 to 4:30. C. Wheeland and M. Hill informed members about the meeting schedule and announced the study questions that will be reviewed at each meeting in order to provide reasonable deadlines for members to their work.

At the September 11 meeting, all study questions were reviewed, the dues dates for study questions adjusted, and members identified individuals to interview for each study question, as well as brainstormed ideas about sources of of information, such as documents in the sharepoint library and on university webpages.

On September 23, C. Wheeland emailed a faculty member to invite him to join the working group in order to replace a member who to resign for personal reasons.

At the October 2 meeting, we will discuss five of the study questions and discuss how to create “focus groups” of students to interview in order to acquire information for several of the study questions.