Present: Rick Hogrefe, Denise Hoyt, Matthew Lee, Cheryl Marshall, Michelle Riggs, Scott
              Rippy, Sherri Wilson

I.   Call to Order
The meeting was called to order by Cheryl Marshall.

II.   Approval of Minutes
The minutes of the November 24, 2009 EMPC meeting were approved.

III.   Review of Posted Comments and Draft Objectives
- *"Lightly Edited Transcript of Posted Comments,"* **November 24, 2009**
  Matthew reviewed the November 24th Transcript. He stated that committee
  members need to think about their Plans and background information we already
  have (Spring 2009 work of the ad hoc committee, Planning and Program Review
  Themes compiled by Cheryl Marshall and Catherine Pace Pequeno, Revised Self
  Study Planning Agendas) to identify omissions and/or echoes as we continue to
  work on objectives.

- **Draft Objective 6.1.0.5 Establish planning and decision-making standards to align
  processes with the Strategic Goal.** Matthew stated that most of the time, objective
  statements work best when they stand alone, and suggested alternative language
  for Objective 6.1.0.5.
  By consensus, the committee approved the following language:
  6.1.0.5   Establish planning and decision-making standards for processes that are
                collaborative, transparent, evidence-based, effective, and efficient, in
                accord with Strategic Goal 6.1.

IV.   QEI Baselines and Annual Targets: Status
Matthew reported that there has been no further progress at this time. Michelle stated
that she had a conversation with James and he was not familiar with the State
Chancellor's Office Data on Demand contact person. Matthew will follow-up and
Michelle will notify James that he does not need to do anything further.

Matthew reported that IPEDS has an incredible amount of institutional data on their
website: nces.ed.gov/ipeds/datacenter. The data reports are compiled from the IPEDS
surveys and include comparative information. The program allows users to define their
own set of institutions for comparison purposes.   In lieu of a researcher, Matthew is
attempting to gather information for CHC to continue work on QEIs.

V.   Continued Development of a Pool of Proposed Objectives

The committee worked on developing objectives and objective language for SD2: Inclusiveness and SD3: Best Practices. See *Transcript of Posted Comments, December 1, 2009* for results. The group developed one draft objective with action suggestions under SD2, and asked Matthew to draft objectives for four other ideas. Matthew will provide a transcript with draft objectives for SD2, and a transcript of ideas for SD3, which will require further discussion.

Cheryl Marshall reminded everyone that the BSI Plan and the Learning Communities Plan are especially relevant to SD3, and that it is during the development of objectives that we need to look at all the Plans.