

MINUTES
EXECUTIVE BOARD
Black Hall, Room 228-7
February 5, 2007

1. **ATTENDING:** Rebecca Bowers, Meghan Miller, Marji Morgan, Connie Lambert, John Glenewinkel
2. **GUEST:** Joyce Garrett
3. **MEETING CONVENED:** 9:10 AM
4. **CHANGES TO AGENDA:**
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5. **APPROVAL OF MINUTES:** The minutes of the meeting January 22, 2007 were approved as corrected.
6. **REPORTS:** None
7. **NEW BUSINESS:**
 - NCATE Preparations Update:
 - Rebecca Bowers is writing an article for the Observer to be proactive for potential negative reporting. She is also working with Becky Watson, director of Public Relations and Marketing, in order to keep reporters away from the NCATE and OSPI Teams.
 - A telephone conference call with Kermit Buckner will be made this week to clarify steps to be taken next. Rebecca Bowers, Connie Lambert, and Joyce Garrett will participate in the call.
 - Vita summaries for the programs were distributed. Connie Lambert gave an explanation of the data source. Joyce Garrett emphasized how this data demonstrates the quality of the CTL faculty and overall administration of the unit. There was a suggestion to share this information with Mark Lundgren, Director of Institutional Research.
8. **OLD BUSINESS:**
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9. **ADJOURNED:**
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