**Summer School Committee**

Meeting Minutes

Date: November 12, 2015

Time: 2-3PM

Location: HH60

In Attendance: Macomb Campus: Mike Lukkarinen, Tae Seok Yang, Patricia Anderson and Kristy Wasmundt ; QC Campus: Rene Noppe.

Absent: Katherine Pawelko, Staci Macchi, Tammy Werner (Tammy was absent due to her daughter’s car accident. She sent an email with her suggestions regarding the survey content)

1. The committee reviewed the previous annual reports and survey items.

2. Chair Yang led a discussion on what the committee’s charge was for this coming year. The main topic of discussion was the survey that will be undertaken and determining exactly what type of questions should be on the survey.

- Tammy Werner suggested that our survey should:

i. Consider the fiscal situation and likely changes to WIU’s budget, including summer school.

ii. Consider the current UPI negotiations of a new contract.

iii. Reflect the different needs between QC and Macomb campuses.

3. Chair Yang again led a discussion on how the committee should proceed with its charge for the remainder of the academic year. Input from multiple sources will be sought including the faculty senate executive committee and informal polling of department chairs.

4. Meeting with the senate executive committee is scheduled on Nov 17, 3:30pm @ Stipes

- Kristy will join Chair Yang in the meeting.

- Chair Yang will come up with an initial draft of questions asked and send out the questions to the SSC members for review on Nov 16.

5. It was decided the committee will have one more meeting before winter break on 12/9 to discuss its findings and begin to formalize survey construction, release, data collection and analysis.

The meeting was adjourned at 2:45 PM.