

HLC Leadership Team Meeting
October 12, 2018
8:00 – 9:30 a.m.
Minutes

1. Review of Schedule
 - a. The team reviewed the schedule to confirm the addition of the GEAS, UDIA, and SLAC meetings as requested by ESU.
 - b. The ESU announcements for the individual and group invites were confirmed and assigned for distribution accordingly.
 - c. The local media announcement was confirmed.
2. Logistics On-Site
 - a. The set-up of the meeting rooms was confirmed.
 - b. The meals and refreshments were confirmed.
 - c. The transportation to and from the ESU was confirmed.
 - d. The Hampton Inn reservations and set-up was confirmed.
3. Student Assistants
 - a. Student Assistants providing support to the Review Team in navigating the various meeting rooms in the Memorial Union were confirmed.
4. Other Topics
 - a. David was going to confirm transportation details for the team, so we can know the flight arrivals and terminal(s) to provide ground transportation to and from the MCI airport.
5. Meeting adjourn at 9:00 a.m. Next HLC Leadership Team Meeting: Friday, October 26, 8:00 a.m.