

**Middle States Steering Committee Minutes**  
**Wednesday, December, 4 2013**  
**10:30 a.m. – 201 Eberly**

**Present:** *Italic = substitute*

Laura Delbrugge – Convener - ✓  
Hilliary Creely- Convener - ✓  
Lynnann Mocek – Note taker - ✓  
Terry Appolonia - ✓  
Yaw Asamoah - ✓  
Bill Balint -  
Parimal Bhagat -  
Taylor Billman -  
Fredalene Bowers - ✓  
Eric Rubenstein -  
David Ferguson - ✓  
Steve Hovan - ✓  
Terrance Hudson -

Michael Husenits - ✓  
Jonathan Mack - ✓  
Joan Van Dyke -  
John Kilmarx -  
Kate Linder - ✓  
Theresa McDevitt -  
Melvin Jenkins - ✓  
Pablo Mendoza - ✓  
Michele Papakie -  
Barbara Moore - ✓  
Kelli Paquette - ✓  
David Piper -

David Pistole - ✓  
Karen Pizarchik - Note taker -  
Ben Rafoth - ✓  
Edel Reilly -  
Ramesh Soni - ✓  
Cynthia Spielman - ✓  
Tim Runge - ✓  
Cornelius Wooten -  
Bill Zimmerman - ✓  
Tim Moerland – Ex Officio -  
Mike Driscoll – Ex Officio -

**Action Items indicated in Bold**

Call to order 10:30 am

- 1) Minutes from 11/12/13 – Appolonia/Asamoah approved
- 2) Next Meeting 12/12 - 5:30 - ?
- 3) Students on subcommittees
  - a) If graduation or not coming, let chairs know. Will replace
  - b) Will need a new student member subcommittee 7 – SGA President moving to Subcommittee 3
- 4) Proposal - 8th subcommittee
  - a) 100 extra volunteers from Qualtric survey
    - i) Would like do something with them - students and faculty
  - b) Propose send out research questions to them for clarity, feedback
  - c) Timing question - Can tweak up to Klinman visit and approval - give us additional feedback - offer face to face
  - d) Discussion of how to involve community - study design
- 5) Reminder send subcommittee meeting dates to Karen Pizarchik
- 6) Discussion of Language of the question - clear and accessible must be a foundation - clear what we are asking at multiple levels of educational level
- 7) Discussion of research questions revisions - how addressing issues that were removed – Self Study Institute indicated fewer vs more and broader rather refined - **only** ask questions that IUP cares about.

Next meeting - 12/12/13 – Night meeting