1) Review Academy Materials and Application:
   a) The team reviewed Commission materials describing a four-year continuous improvement process focused on defining issues, collecting and analyzing data, making process improvements (where appropriate), and continuing the cycle of continuous process improvement.

2) Recommendation to President’s Leadership Team on Institutional Participation
   a) Given consistency with goals and priorities of *Higher Values in Higher Education* and the *Long Term Plan for Western Illinois University*, the Team recommends that Western Illinois University apply for participation in the Academy and that institutional participation build upon successful initiatives as we work to better understand student persistence and completion.

3) Who else should be on the Steering Team
   a) If the University is accepted to the Academy, Joe should seek representation from all governance groups on both campuses.

4) Next Steps
   a) Submit recommendation to the President’s Leadership Team.
   b) If the President’s Leadership Team is agreed, Joe will prepare a draft application for the Steering Team to review before institutional submission.
   c) If WIU is accepted into the Academy, Joe will reconvene the Steering Team.

5) Adjournment