

**Transition Committee Meeting  
Biology Clock Tower  
January 6, 2015**

**Welcome:**

Dr. Whaley welcomed everyone to the meeting. The future goals are developing the new policy handbook as well as the mission and vision of the COEHS. Dr. Bonnie Higginson has volunteered to work with the committee to assist in merging the handbooks and develop a new all-encompassing handbook for the COEHS.

**Mission and Vision Statement:**

This meeting will be used to develop a draft mission and vision statement. Dr. Whaley stated this will be a collective project and will be lead by Dr. Lyons. The group was provided a revised copy of the draft core values graphic. The revisions were directly related to the suggestions made from the last meeting. The committee agreed that the revised graphic is ready to present to the faculty. The committee broke into small groups by departments and listed five to seven department accomplishments, which are aligned to where the college should be going. The groups also reviewed the barriers. Each department reported out their accomplishments and barriers. After each department reported out their information, they split into pairs and developed draft mission statements. Each pair then read aloud their draft statement.

It was important for the committee to provide transparency regarding their work. The group agreed to share the draft mission statements at the college conclave. The faculty will provide input on their favored key phrases so that the mission statement can be refined. The faculty will also receive information of the work that has been done with the committee since its creation.

Meeting adjourned.