

HLC Steering Committee
Meeting # 14
Tuesday, March 27, 2012
4:00 p.m. Student Center, Room 308

Attendees: Ted Buck, Bryan Byers, Clare Chatot, Nancy Cronk, Rodney Davis, Alan Hargrave, Kay Hodson-Carlton, Leisa Julian, William Knight, Dan Lutz, Michael Maggiotto, David Perkins, Barb Phillips and Greg Wright

Not in Attendance: Marilyn Buck, Bernie Hannon, Chip Jagggers, and Hollis Hughes

No motion was made to approve the notes for March 13, 2012.

Discussion

- Marilyn Buck – talked about the upcoming HLC annual meeting in Chicago. She told those present there would be many sessions to choose from at the meeting. Since there were several going they could split up and take advantage of as many as possible, sharing information when they returned. She announced that she has submitted tentative dates for the HLC visit and would let the committee know as soon as she was notified. She told the group that the credit hour rule has not gone through the Senate and Michael Maggiotto confirmed this. Marilyn Buck and Michael Maggiotto are still presenting the “Accreditation Process” at staff meetings. They have also been sharing the new Strategic Plan mission statement and have narrowed that down to four talking points. (QSAC)
 - Quality – (high quality educational outcomes)
 - Students – (focus on students)
 - Application – (take knowledge to action)
 - Change – (fundamentally change individuals)
- Marilyn asked about the cost to print a card with the mission statement and the possible reference to the four talking points.
- Nancy Cronk – has been working hard with Banner and has some deadlines coming up so she is not going to be available to attending the HLC meeting. She will offer the trip to her team leads if no one in this committee is interested.
- Committee Chairs reported the progress of their subcommittees:
 - Criterion One—*Mission* Clare Chatot (Dan Lutz)
 - Clare Chatot – their group C met with individuals from the Strategic Plan (SP) Committee. A phrase about diversity was added to the value statement. Group C was still adamant that they would like to see diversity language in the actual mission statement. The SP Committee is going back to see if this can be done without taking away from their vision of the statement. The other item Clare is having difficulty with is being able to find something in writing (she has been looking through the minutes from the Board of Trustees minutes) that says that the board adopted the current

Strategic Plan. Marilyn Buck suggested that the board might have been updated on the Strategic Plan at their fall retreat. She offered to check on this issue. Alan Hargrave suggested that Clare ask Anita Kelsey, Senior Assistant to the President if she knows of how the adoption took place.

- Criterion Two—*Integrity* Nancy Cronk (Chip Jagers)
 - Nancy Cronk – This week she will meet with her team leads to present their drafts. This group will begin putting documents on SharePoint.
- Criterion Three—*Academic Programs-Quality, Resources, and Support* Bryan Byers (Alan Hargrave)
 - Bryan Byers – provide the subcommittee with the citation information that Ted Buck supplied. Drafts are coming in from the subcommittee and he is providing feedback. Bryan also has provided the delta version of the criterion to his subcommittee members.
 - Alan Hargrave – 3E2 was changed in the last revision of his criterion and he was asking for clarification on its meaning. Michael Maggiotto suggested he check with the new VP of Economic Development, John Fallon. Michael also said there would be sessions at the annual meeting on the changes and the reasons behind them.
- Criterion Four—*Academic Programs-Evaluation and Improvement* Kay Hodson-Carlton and David Perkins
 - David Perkins – the subcommittees are continuing to work on collecting information using the template provided. The collection is moving more slowly than hoped but they have about half of the areas completed. He asked if it would be alright if this task took the rest of the semester for 4A & 4B. 4C has more data to pull from and may be ready earlier.
 - Kay Hodson-Carlton – at the same time they are working on the individual academic unites they have also been working on the university core.
 - Marilyn Buck – the core, at this university has traditionally been assessed on course by course basis and since she arrived at the university there have been no courses added. The assessment determines if the course stays in or does not. The assessment in the future will be to evaluate the core as a whole to see if it is affective. The university is working on a process to determine this through Blackboard Outcomes. The evaluation will look at a sampling of students work to see if the following progression takes place.
 - Experience to knowledge
 - Knowledge to judgment
 - Judgment to application
- Criterion Five—*Resources and Planning* Rod Davis (Bernie Hannon)
 - Rod Davis – is in a similar position as the other criterion. His groups met yesterday. The delta version changes were not critical to his criterion. Rod's groups are going to meet every two weeks until the end of the semester. They have not added information to SharePoint yet.

- Federal Compliance—Leisa Julian
 - Leisa Julian – John Ledbetter is working on the credit hour policy. Michael Maggiotto asked if this group has been in touch with Jen Bott, Assistant Provost for Learning Initiatives. She could provide notes on the institutional response.
- Michael Maggiotto continues to talk with the VPs about getting information put on the SharePoint site.
- Ted Buck – he continues to work on ideas for reaching students. He is working with Cardinal Communications and believes that next spring will be a better time to begin the campaign to reach students. Offer incentives or rewards to students may help get them involved. Other things considered are tent cards, believed to be less affective is Blackboard. Michael Maggiotto thought we might need to go through the different students organizations. Ted said we could do that but wanted to also use a direct approach. Multiple messages in multiple ways will work best.

The meeting adjourned at 5:05 p.m.

Next Meeting:

Tuesday, April 10, 2012

Student Center, room 308