Criterion 1 - First Meeting

January 20, 2022

University Center – Meyer Ballroom

Minutes taken by Steven Metheny, Director of the Montrose campus.

Members Present: Joe Ayres, Cindy Chovich, Jill Cordova, Keith Fritz, Ann Gillies, Jessica Herrick, Jonathan Hinkle, Clay King, Britt Mathwich, Denise McKenney, Kyle McQuade, Jared Meier, Steve Methany, Lynn Nordine, Sylvia Rael, Joe Richards, Kari Sholtes, Wayne Smith, Richard Vail, Eric Watters, and Cassandra Fenton

The meeting started promptly at 9:00 with introductions of both the in-person attendees and those on the Zoom call.

1. Dr. Haas welcomed everyone and thanked the attendees for their attentiveness and focus and the importance of this process.
2. Dr. Haas reviewed the Purpose and Goals of the work to be performed by the committee by
	1. Discussing the importance to the Institution
	2. By defining two overall goals:
		1. May 1 – Outline of evidence to be used for each component/subcomponent
		2. November 15th – Rough Draft
	3. Discussing Round 2 of Faculty/Staff/Administration will begin their work based upon the Rough Draft
3. Dr. Haas introduced Dr. Gollob. Dr. Gollob discussed the Importance of having faculty and staff involvement from across all areas of the University including community members. Discussion with the committee ensued.
4. Dr. Gollob introduced Dr. Bridge. Dr. Bridge reviewed the Criterion assigned to this committee and Discussed Evidence. Dr. Bridge defined three types of evidence we are looking for to properly and succinctly tell our story. Those types of evidence are:
	1. Clear evidence (absolutely happened with clear evidence supporting same)
	2. Corroborating evidence (probably happened)
	3. Circumstantial evidence (may have happened)

Due to the limiting aspect of the word count for the submission, Clear evidence is desirable as we gather this evidence to define our reflection of our Mission (Criterion 1).

1. Dr. Bridget introduced Dr. Kinney. Dr. Kinney reviewed the Committee’s Logistics as
	1. 4-5 meetings each semester
	2. Reminded the committee members that there will not be an unattainable amount of committee work outside of the regularly scheduled meetings
	3. Asked for a volunteer to take Minutes needed for the website
		1. Steve Metheny, Director of the Montrose campus volunteered.
	4. Expresses a goal of establishing meetings dates by first part of February. Dr. Kinney further discussed the goals of the next meeting and the need to use a calendaring tool to make sure we can accommodate most schedules.
		1. Tentative plan: next meeting week of 2/7
		2. Described the handout for using “When to Meet” to determine meeting times and asked the committee members to represent their calendars by using this online tool. It was suggested that we are likely to have one in morning meeting (MWF) and one in evening (TR).
		3. Discussed the option to have Virtual options for attendance available will utilize Zoom with recording option.
		4. Dr. Kinney asked the committee to come to the next meeting (TBD) prepared to discuss the mission of CMU and brainstorm Criterion 1.A (specifically #1-3)

Action items for this week:

* Use “When to meet” to establish availability for calendaring
* Review Criterion 1.A (specifically #1-3) and be prepared to discuss and brainstorm on same

Minutes submitted by Steve Metheny (970) 249-7009