

HLC – Criterion 4 Committee Meeting Notes
February 8, 2022 from 3:00 – 4:00 PM
Houston Hall 139

Members Present in Person: Karl Castleton, Erin Donovan, Lisa Driskell, Erika Jackson, Kristin McGee, Eric Miles, Sloane Milstein, Shanae Munde, Erin Nix, Kelly O’Connell, Doug O’Roark, Jen Pacheco, Kelly Reuss, Jeremy Tost, Denita Weeks

Members Present via Zoom: Adam Kluck, Jason Roberson, Christi Sanders, Jill Van Brussel

- Jeremy Tost called the meeting to order at 3:00.
- Jeremy Tost reviewed the agenda, addressing the purpose/goal of the day, Spring 2022 semester, and Fall 2022 Semester. The Criterion 4 goals were examined as well as the 13 subcomponents.
- Jennifer Pacheco reviewed MS Teams, familiarizing committee members with the tools, storage, and usage of MS teams.
- Members physically presents were divided into three groups of 4-5 individuals. Committee members on Zoom were grouped together.
- Erika Jackson, Jennifer Pacheco, and Jeremy Tost rotated through the three in-person groups. Each group discussed one of the three Criterion (Criterion 4A, 4B, or 4C) with the conversation focusing on (a) evidence for the criterion and (b) sources of the evidence. The group leaders took notes.
- Committee members on Zoom had the same conversation surround (a) evidence for the criterion and (b) sources of the evidence. Jill Van Brussel submitted notes from the Zoom discussion to Teams.
- The meeting concluded at 4:00.

Post Meeting

- The evidence recorded on 2/8 was compiled and placed into a single Excel file (HLC_Criterion_4_Compiled_2_22_22) located in MS Teams on 2/24/22. Additionally, the 2013 self-study was included.