

## HLC Criterion #3 – Meeting Minutes

March 4, 2022

UC 222

**Members:** 15 present – Katie Dreiling (chair), Brian Arcand, Joe Ayres, Kelly Krohn, Melissa Calhoon, Rhonda Claridge, Barbara Crane, Amber D'Ambrosio, Tracii Friedman, Lisa Friel-Redifer, Sue Goebel, Tress Jones, Darin Kamstra, Tiffany Kragnes, Tamara Krizman, Kristina Mathwig, Christine Murphy, Suzanne Owens-Ott, Brian Parry, Alli Powell, Benjamin Reigel, Joshua Rosenbaum, Johanna Varner, Elaine Venter, Tom Watson, Chris Wilcox, Brenna Wilkerson, William Wright, Vicki Zarlingo

1. Determine minutes and attendance taker - Alli Powell
2. Teams
  - a. Invite has been sent, but Katie will re-send that link to join the Team
  - b. There is a folder within Teams with all documents/notes
3. Areas of expertise
  - a. An Excel file will be created in Teams for all members to go into and look through our criterion to determine where each members' area of expertise lies and where members can be most helpful. This will help divvy up tasks and responsibilities.
4. Briefly review 3A subcomponent
  - a. Katie Dreiling has tabled this due to low attendance. Will re-visit another meeting.
5. Brainstorming and discussion of 3B Subcomponent (please see evidence outline for further details).
6. Adjourn.

NOTE: List of ideas all within document on Teams.