HLC Steering Committee Meeting
February 18, 2022
Lock Date September 1, 2023
Site Visit October 2-3, 2023

560 Days Until Lock Date

Meeting Minutes February 18, 2022

1. Introductions – Dr. Gollob

2. Purpose of the Accreditation Process – Dr. Haas

3. Proposed Timeline – Please review for needed changes - Dr. Gollob
   Focus this Spring for Criterion Committee Meetings – brainstorming evidence

4. Website discussion - Suggestions on how/what needs to go up on website - Dr. Gollob
   Begin departmental updates as needed

   - Starting point for the visiting team
   - Where do we need to focus efforts on the website-
     o Have our team review and update our websites
     o Deadline August 1, 2022 for student services (Summer 2023 for others)
       ▪ Financial aid (student facing)
       ▪ Staff up to date - contacts

5. Criterion Chair Reports - Criterion Chairs
   a. #3 Katie –
      i. How to organize files – TEAMS
      ii. Work load balance – where members can be helpful
      iii. Core component and adding evidence

   b. #2 Eric – Ethics
      i. Online repository of evidence
      ii. Meeting scheduled for March 4
      iii. Need to have conversation about "why I am helping on this committee?"

   c. #5 –Adam - Planning and resources
      i. Teams meeting
      ii. Value of committee
      iii. Accreditation Process and why you are on committee
      iv. Evidence
      v. 5.a.1. conversation/concerns

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       d. #4 - Jeremy -Assessment
           i. Overview
          ii. TEAMS as repository
        iii. Groups of 4 talking about each piece of criterion
        iv. Next steps -farm out some questions to experts

       e. #1 Tiffany – Mission
           i. 18 members – choice of times (2)
          ii. Introduction
        iii. Examples from 1.a.1, 1.a.2, 1.a.3.
        iv. Meeting minutes on website
         v. Next time 1.a.4, 1.a.5
        vi. March 9 and March 10 – next meeting (choice)

What do we do with negative evidence with our criterion?
       Bring it to Dr. Bridge for continuous improvement.

Process on Minutes
       Number attended out of total
       Bullet points are fine/no names attached

Means of sharing data
       R:drive/HLC team

Future Steering Committee Meeting Dates:

Friday, February 18th at 3 pm
Friday, March 18th at 1 pm
Wednesday, April 13 at 1 pm
Thursday, April 28th at 2 pm
Finals Week - longer meeting - morning or afternoon? 9-12 or 1-4???
If we have a longer meeting, we will not need to meet again until late summer