

Colorado Mesa University
HLC Steering Committee
Thursday, February 9, 2017 -- LHH 302

Present: Morgan Bridge (Chair), Carol Futhey, Jeremy Hawkins, John Marshall, Heather McKim, Randy Phillis, Joe Richards, Bryan Rooks, Bette Schans, Steve Werman (Recorders: Annette Callaway and Jeff Mills)

Absent: Dennis Bailey, Jeremy Brown, Cynthia Pemberton

Minutes from previous meetings were approved at this meeting as follows:

- December 7, 2016 meeting minutes were distributed at the January 11 meeting, and approved at this meeting without corrections.
- January 11, 2017 meeting minutes were approved at this meeting with the following corrections:
 - Carol Futhey and Cynthia Pemberton were absent.
 - Minutes from the December 7, 2016 were distributed but not approved at the January 11 meeting.
- January 13, 2017 meeting minutes were approved at this meeting with the following corrections:
 - The meeting date was a Friday.
 - Cynthia Pemberton was absent.

Dr. Bridge explained that Criterion 5 would be reviewed today, and Criterion 2 at the next meeting. Following that, and the completion of edits by each Criterion Committee, the Steering Committee will again review all Criteria. Criterion Chairs were asked to highlight essential arguments/points/statements which CMU wants to emphasize in the report, with a final rough draft to be discussed at the March 28 meeting. The Committee will provide feedback to help determine how to best demonstrate what we claim regarding those highlighted items.

Dr. Bridge reminded the Committee that we should be providing clear proof that we are doing what we report. Extra verbiage is not needed; rather, be concise and provide conclusive information that points to those highlighted items and demonstrates/proves what we report we are doing.

Joe Richards presented a draft of Criterion Five-Resources, Planning, and Institutional Effectiveness, and discussion followed:

- 5.A.1. – The last 5 years were used as the basis for discussion/data; there have been even more dramatic changes if the last 10 years were to be included. Changes in IPEDS reporting may need to be considered. It was noted that Jeremy Brown's title has changed recently; this will be corrected throughout the document. Information is coming from Kent Marsh in Facilities Services. Possibly add information to include online and Montrose.
- 5.A.4. – It was suggested to look at some terminology in the 2013 report. Include staff qualifications, training opportunities, guidelines for hiring.
- 5.B.1. – Evidence and data could be added to support the last four paragraphs.
- 5.B.2. – Consider adding information on new faculty orientation, New to CMU for full-time faculty and Lecturers Resource Night for part-time faculty. The Office of Institutional Research is now called the Office of Institutional Research, Planning and Decision Support; this will be corrected throughout the report. HR can be contacted for information on Colorado WINS regarding classified staff. There is not exempt staff support group at this time.
- 5.C.1. – Possibly add some information on money for scholarships and financial aid for students.

- 5.C.2 – Close the loop at every opportunity—Planning, Budgeting, Operations, Assessment. Note that information goes to the President, Vice President for Finance and Administration, and the Budget Director as part of the budgeting process.
- 5.C.4. – Information, data, and links may help to address enrollment and budget fluctuations. VP Laura Glatt might serve as a resource. Possibly include a definition of “like new” when referring to facilities.
- 5.C.5. – Consider adding some examples to the first paragraph in reference to technology initiatives and advancement. Also add data regarding monitoring high school enrollments; Heather McKim may be able to assist.
- 5.D.1. – APPA is the Association of Physical Plant Administrators.
- 5.D.2. – Clarify that El Pomar is our swimming facility. Include information regarding geothermal energy use on campus.

It was discussed where to include information on Clery Act reporting, Title 9, sexual assault, and related topics; some schools have covered these in 2A or 2B.

It was suggested that discussion of Concussion Management might be tied to training.

Days until the 2017 visit as of 02/09/17: 271 days

Next meeting: Thursday, February 23, 2017, 3:00 – 5:00 p.m. in Lowell Heiny 302

Future planned meeting dates: (All are 3-5 p.m. in LHH 302.)

Thur, March 9;

Tues, March 28,

Thur, April 13,

Tues, May 2,

~~Thur, May 4~~ NOTE: Corrected to indicate this meeting has been canceled.