

HLC Steering Committee
Meeting #21
Tuesday, November 6, 2012
4:00 p.m. Student Center, Room 303

Attendees: Marilyn Buck, Bryan Byers, Clare Chatot, Nancy Cronk, Rodney Davis, Alan Hargrave, Kay Hodson-Carlton, Leisa Julian, William Knight, Dan Lutz, Michael Maggiotto, David Perkins, and Greg Wright,

Not in Attendance: Ted Buck, Bernie Hannon, Chip Jagers, Barb Phillips, and Hollis Hughes

The notes for October 9, 2012 were approved without correction.

335 days left until the HLC visit

Announcement:

Marilyn Buck, Associate Provost, Dean of University College

- The 2013 NCA HLC Annual Conference will be April 5-9 at the Hyatt Regency in Chicago.
- The travel/registration expenses are to be charged to (CORRECTED FOP) 149025-171010-2006 with all authorization and expense reports routed to Marilyn Buck for approval.
- The registration form is to be printed out, completed , and sent along with the authorization to Marie Douglass AD-326 to be forwarded all at once to the Accounting Department so all registrations can be paid at one time.
- **Register before February 25 to receive the early registration discount.**
- Marilyn Buck told the group the conference was not mandatory but they had worked hard and deserved the opportunity to go. Their cost for the conference will be paid by the accreditation budget.

Discussion of the self study feedback

- This group was told, when writing their criterion reports, they were to write only to the components and not the subcomponents. There has been a change in what the reviewers are told to look for and the reports must be organized in such a fashion that the subcomponent is obvious. As the next round of edits occurs, the document should be reviewed to be sure all subcomponents have been addressed.

General Discussion

- In the future, this will not be a ten year process. It will be a continuous reporting task. The day after the University is reaccredited we will begin in Pathways. Open Pathways will be what the University would like to choose.

The institution undertakes a Quality Initiative as something it elects to suit its own purposes. Its timeframe is flexible to accommodate the amount of time necessary to complete or make substantial progress toward completion.

- In the future all documentation will be stored in the HLC Cloud. The committee agreed there needs to be an institutional discussion with Phil Repp on this subject.
- Marilyn Buck said there was a meeting with University Council scheduled at 4:00 pm on Thursday, November 8 to announce the accreditation forums and request for feedback. Neither she nor Michael Maggiotto is available to make that announcement and she asked for a volunteer to do that. Bryan Byers said he would make the announcement and Leisa Julian said she would be in attendance at the meeting to help if needed. The meeting is to be held in LB-125 and Katie Slabaugh is the contact person.
- Marilyn suggested the committee identify what section might apply to specific individuals and provide guidance on what they should read. If they are alerted to what they might be interested in they are more likely to read that section.
- Dan Lutz is going through the report and highlighting sections that are important to different individuals in his area and asking them to read and give feedback.
- We may have one more forum after the next draft of the report is posted.
- Dan Lutz is still concerned about the consistency and organization of documentation uploaded to SharePoint. Providing the reviewers with a table of contents (list the items under each tab) may be helpful to them. There will be someone on call to help the reviewers find documents. SharePoint could give a negative impression about the University's ability to organize information.

Information about the forum tomorrow

- Don't wear lime-green.
- There will be no user ID or Login to access the webcast. It will be open to anyone.
- Marilyn Buck will begin with a welcome and explain the process. She will have each panel member explain their criterion and ask if there are any questions.
- Clare Chatot asked if they could have their laptops and Marilyn Buck said they could.

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2012-2017 Mission Statement

Mission

As a public research university, we focus on students and high-quality, relevant educational outcomes. Disciplinary knowledge is integrated with application. We do this in a manner that fundamentally changes students, researchers, and our external partners, who look to the university for guidance. We transform information into knowledge, knowledge into judgment, and judgment into action that addresses complex problems.

The meeting adjourned at 5:00 p.m.
Next Meeting: Tuesday, November 20, 2012
4:00 p.m. / Student Center, Room 303